

# TOWN OF IPSWICH

## MASSACHUSETTS



# 1953



# ANNUAL REPORT



## PRIZE WINNING TOWN REPORT

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We are pleased and proud to announce that your last year's Annual Town Report was awarded First Prize in the Massachusetts Selectmen's Town Report Contest, and Third Prize in the New England Council Town Report Contest, for all the Towns of our population in New England.

We sincerely hope that the citizens of Ipswich find our report interesting and informative. Your comments, criticism and suggestions are welcome.

Board of Selectmen

Town Manager

COVER PICTURE:  
Shellfish Commissioner, Lionel Sheppard,  
planting seed clams on Ipswich flats



# ANNUAL REPORT

For the Year Ending December 31, 1953

•  
The 320th of the Town's Incorporation

•  
The 3rd year under the Selectmen-Manager Plan

•  
Area of Town, 33 square miles

•  
Population 6895

Photos in this Report were supplied free of charge by Herndon Studio, Zaharis Studio, and the House of Hinlin, or taken by the Town of Ipswich.

## IN MEMORIAM

Town Employees and Officials Who Died in 1953



Byard W. Horsman — May 5, 1953  
Chief of Police



Samuel C. Gordon — June 27, 1953  
Former Park Commissioner



William E. Garrette—Mar. 29, 1953  
Former Chief of Police

### Other Officers and Employees Who Died in 1953

Annie A. Jewett — June 26, 1953  
Former Electric Light Department Clerk

Edward W. Willis — May 21, 1953  
Former Member of Finance Committee



# THE MUNICIPAL FAMILY

December 31, 1953

## TOWN MODERATOR

Edmund Kelleher

## BOARD OF SELECTMEN

Nathaniel M. Quint, Chairman  
Frank J. O'Malley  
John F. Conley  
Roland L. Singer  
Barclay H. Warburton, III

## CEMETERY COMMISSION

Harmon Cole  
Benjamin Homans

## FINANCE COMMITTEE

Robert T. Bamford, Chairman  
George C. Parsons  
Wilmont E. Hall  
Richard W. Davis  
Stephen Tlumacki  
Leon B. Turner  
George J. Soffron  
Timothy F. Carey, Jr.  
Ernest F. Stone

## BOARD OF HEALTH

Lawrence M. King, Chairman  
Frank L. Collins, M.D.  
Ernest J. Smith, D.M.D.

## TRUSTEES OF GREAT NECK

Horace Dunbar  
Harold D. Bowen  
Harry Leno

## BOARD OF ASSESSORS

C. Chester Caldwell  
Joseph W. Hinckley  
Henry Plander

## SCHOOL COMMITTEE

C. Louise Richardson, Chairwoman  
William H. Wallace  
Richard Mansfield  
Edward Foley  
John V. Hubbard, Jr.  
Seward Tyler  
Harold E. Staunton

## PLAYGROUND COMMISSION

John Bialek, Chairman  
Louise Hodgkins  
Dr. J. J. Pallotta  
Robert Savitt  
Barbara Cole

## BOARD OF REGISTRARS

Henry F. Hills, Chairman  
George Mourikas  
John A. Kobos

## TRUSTEES OF TRUST FUNDS

George C. Parsons  
Edward J. Marcorelle  
Charles E. Goodhue, Jr.

## BOARD OF PUBLIC WELFARE

George R. Hovey, Chairman  
William Dunbar  
J. Alcide Lombard

## PLANNING BOARD

G. Amos Haywood, Chairman  
Gordon S. Hughes  
Chester J. Patch, Jr.  
Bernard M. Sullivan  
Rev. C. Daniel Boone

## THE TOWN ADMINISTRATION

Executive Department .....	Joseph R. Coupal, Jr., Town Manager
Accounting Division .....	James D. Smyth, Accountant
Assessing Department .....	C. Chester Caldwell, Chief Assessor
Civil Defense Department .....	Barclay H. Warburton, III, Director
Collection-Treasury Division .....	Gladys M. Peole, Collector-Treasurer
Constable .....	George Ewing, Constable
Electric Department .....	Charles Mallard, Manager
Engineering Department .....	Ralph Preble
Finance Department .....	James D. Smyth, Finance Director
Fire Department .....	Samuel Atherly, Chief
Health Department .....	Ernest Romano, Health Officer
Legal Department .....	William Hayes, Town Counsel
Personnel Department .....	Joseph R. Coupal, Jr., Personnel Mgr.
Police Department .....	Stanley Surpitski, Acting Chief
Public Works Department .....	Joseph R. Coupal, Jr., Superintendent
Cemetery Division .....	Benjamin Homans, Superintendent
Grounds and Buildings Division .....	Gardner Caverly, Foreman
Highway Division .....	Joseph H. Doty, Foreman
Refuse Division .....	John Ladderbush, Foreman
Purchasing Department .....	Joseph R. Coupal, Jr., Purchasing Agent
Records Department .....	Anthony A. Murawski, Town Clerk
Recreation Department .....	Pennell S. Eustis, Director
School Department .....	Robert Savitt, Superintendent
Wilbur S. Stanton .....	High School Principal
Bertram Bennett .....	Burley School Principal
Bertram Bennett .....	Shatswell School Principal
Lena J. Atherley .....	Winthrop School Principal
Frank L. Collins, M.D. ....	School Doctor
Eleanore Richardson, R.N. ....	School Nurse
Shellfish-Harbors Department .....	Lionel Sheppard, Sr., Director
Veteran's Services Department .....	Anthony A. Murawski, Veteran's Agent
Water Department .....	Ralph Preble, Manager
Weight and Measures Division .....	Ernest Romano, Sealer
Welfare Department .....	Walter Callahan, Director

## THE MUNICIPAL COURT

Judiciary .....	George H. W. Hayes, Judge
Clerk of Court .....	Robert Bamford





IPSWICH TOWN HALL  
BEFORE AND AFTER REMODELING





# Report of the Board of Selectmen

*To the Citizens of Ipswich:*

The renovation of the Town Hall has been completed with the exception of the detention room in the Police Station. We invite the public to inspect the new and enlarged offices of the Engineering Department, Board of Health, and Veterans' Services on the second floor, and the Assessing Department, Central Finance Agency, and a Consultant's Office in the Welfare Department on the first floor. The building is structurally sound and should give the Town good services for at least 25 years. We wish to thank the Ipswich Garden Club for their contribution of the shrubbery in front of the Town Hall.

The parking situation in the business area continues to be a problem although it is somewhat relieved by the Municipal Parking Lot which is filled to capacity during the summer months. We recommend that steps be taken to acquire ownership of the present parking area instead of leasing and to plan to acquire additional area from Farley Brook to the rear of buildings at Depot Square.

Work had been started on Chapter 90 Project on Argilla Road but had to stop because of the weather but will continue early this spring. The State has allocated \$14,000, and the County \$7,000 for the continuance of this project. Your Selectmen believe that the best interests of the Town will be served by relocating this proposed new road beginning on Argilla Road at the Beach to North Gate Road and continuing on North Gate Road to the Essex Road on Route 121 and will petition the County Commissioners for a layout and the Department of Public Works for its acceptance.

During the year many new homes were built in Ipswich without the protection of zoning. Therefore, the Board of Selectmen would recommend that the Ipswich Planning Board investigate and take such action as necessary to develop a set of zoning rules and regulations and bring them before the Town's people at an early date.

Mercury-vapor street lighting has been extended to North Main Street and will be added to from time to time on other streets each year.

The Board of Selectmen wish to take this opportunity to thank all members of the various departments for their fine cooperation during the year.

Respectfully submitted,

Nathaniel M. Quint, *Chairman*  
Frank J. O'Malley  
John F. Conley  
Roland L. Singer  
Barclay H. Warburton III





#### BOARD OF SELECTMEN

(l. to r.) Frank J. O'Malley, Barclay H. Warburton III, Chairman Nathaniel M. Quint, Roland L. Singer, and John F. Conley



TOWN MANAGER JOSEPH R. COUPAL, JR.



# REPORT OF THE TOWN MANAGER

*To the Citizens of Ipswich:*

This is your 1953 Town Report, the third under the Selectmen-Manager form of Government.

For the second consecutive year Ipswich citizens benefited from a lower tax rate. The 1953 tax rate was established at \$46.00 per thousand which was \$1.50 per thousand less than the 1952 rate. The total debt was reduced from \$108,400 to \$88,800. The assessed valuation increased from \$9,857,705 to \$10,277,780. Of this increase of \$420,075, ninety percent was due to the new construction, while the other 10 percent was a result of eliminating gross inequities.

Ipswich citizens also were offered more and better municipal services during 1953. The garbage and refuse routes were extended to cover the entire town with additional equipment and man power. One patrolman was added in the Police Department to provide citizens with increased protection. A new Recreation Department with a full-time Recreation Director under the guidance of the Recreation Committee was established to provide more and better leisure-time activities for more people.

The Water Department was reorganized under the supervision of the Town Engineer, and old and obsolete equipment was replaced. A new rate structure went into effect on January 1, 1953 increasing water rates by about 30 per cent. This was necessary to put this revenue department on a self-supporting basis. It was the first change in water rates in Ipswich since 1920 and still keeps the cost of water lower than in the average community in the Commonwealth.

Municipal employees also benefited during the year through the first cost-of-living adjustment to be paid under the classification and compensation plan. This cost-of-living adjustment of 4 per cent was paid in addition to regular salaries because of the increase in the cost-of-living over 1952.

Again in 1953 substantial sums of money were spent in capital improvements and capital equipment for the Town. The Town Hall was renovated and repaired to provide adequate and attractive office space at a cost of \$30,000. The second phase of the street lighting improvement plan was completed, with new street lights on North Main Street and around North Village Green. New Highway construction and surface drainage during the year amounted to \$41,000, including Chapter 90 reconstruction of sections of Topsfield Road and Argilla Road. Included in this item also was the reconstruction of Damon Avenue, Island Park, Arrowhead Trail, and sections of Jeffries Neck Road and Stage Hill. Surface drainage was installed on Broadway, Farley Avenue, Bay View, and Linebrook Road, and both Goulds and Willowdale Bridges underwent substantial repairs.

New equipment costing \$24,000 was purchased during 1953, including two dump trucks, one pickup truck, one tractor-mower, a new back-hoe, a power sweeper, and a converted bulldozer.

The contract for the preparation of new tax maps at a cost of \$13,500 was awarded during the year. These tax maps, covering the entire Town, will be ready for use in the fall of 1954.

1953 was a year of progress in Ipswich. The complete story of this progress is told in text and pictures on the following pages. These pages tell you what you received for your tax money. If you have questions or comments about this report, or about any phase of our municipal service, the entire municipal organization stands ready at all times to serve you.

Respectfully submitted,

Joseph R. Coupal, Jr.  
Town Manager

# FINANCE DEPARTMENT

*James D. Smyth, Acct. - Fin. Dir.*  
*Gladys Poole, Treasurer-Collector*

No. of Employees ..... 7  
 1953 Expenditures ..... \$20,979.76

The Finance Department, consisting of the Divisions of Accounting, Treasury, and Collection, was centralized physically with the reconstruction of the Town Hall.

During October, the Accounting Division was relocated in its new office, making for the interconnecting of the offices of the Accountant, the Town Treasurer and Collector, and the Billing Clerk, thus centralizing the activities of those departments concerned with the financial data of the Town.

**ACCOUNTING DIVISION:** The Accounting Division maintains the general financial records of the Town, including the books of account of the Water and Light Departments. All billings for water and light are processed on our bookkeeping machine, and all customer payments on these bills are recorded on individual customer cards. Purchases by the different Town Departments were checked before payments were made. Receipts of the Collection Department were post-audited.

Monthly activity statements were made during the year, showing at the end of each month the Town's expenses to date, and the balance of each appropriation. Monthly balance sheets and profit and loss statements for the Water and Light Depart-

ments were compiled, and the 1954 Budget was prepared.

Complete financial statements for the year 1953 will be found in the Financial Section of the text.

**COLLECTION DIVISION—**A total of \$1,020,-239.85 was collected during 1953. Sources of collection were as follows:

Taxes .....	\$466,322.36
Motor Vehicle Excise .....	59,529.06
Electric Department Bills .....	312,068.24
Water Department Bills .....	73,959.70
Departmental Revenue .....	105,526.47
Miscellaneous .....	2,834.02

A break-down of taxes collected and outstanding is included in the financial section of this report. Approximately 92 per cent of the 1953 commitment was collected during the current year. A complete statement of tax collection is included in the financial section of this report.

During 1953 the following tax bills were sent out:

Motor Vehicle .....	3,331
Polls .....	2,236
Personal .....	770
Real Estate .....	2,752

A new cash machine was purchased and installed during the year.

**TREASURY DIVISION —** The Treasury Division maintained all of the checking and savings accounts during the year, and check register balances were reconciled with bank balances bi-monthly. A complete Treasury Report is included in the financial section.

An average of \$170,000 was invested in treasury bills, and the income and interest amounted to \$2,380.51.

\$107.26 was added to tax title. No new titles were taken. There are now 10 titles on hand in the amount of \$1,968.85.

Salary cards showing gross pay, withholding tax, retirement, blue cross deductions and net pay were kept on each employee, and a complete schedule of receipts was rendered to the Town Accountant monthly.



Finance Director James Smyth



# LEGAL DEPARTMENT

*William F. Hayes, Town Counsel*

No. of Employees:	
Part Time	1
1953 Expenditures	\$800

**ARGILLA ROAD:** One of the matters which attracted considerable attention during the year and required extra legal work was the rebuilding of Argilla Road to relieve congestion of heavy traffic to the Beach.

The suggested layout of Argilla Road under the Statute required the County Commissioners to give notice of a public hearing as to the proposed layout. This layout met with considerable opposition from various residents of Argilla Road. Hearings were held at the County Commissioner's Office at Salem, then adjourned to the Court Room in Ipswich. Following the hearing, the County Commissioners laid out the road as proposed, but it was recommended that a new road be constructed along the present layout of North Gate Road.

**TOWN HALL:** At the Annual Town Meeting an appropriation was made for renovation and repairs to the present Town Hall, and pursuant to this vote the Town Manager advertised for bids. Upon consideration and knowledge of the contractors making bids, the Town Manager awarded the contract to the Estate of Donald G. Trussell of Hamilton. The Estate of James Wood of Boston who also bid and who had the lower bid by \$600 brought proceedings in the Superior Court in Boston that the contract should have been awarded to him. The contractor contended that under a recent statute which provides that contracts from municipalities should be awarded to the lowest responsible bidder possessing equal skill and ability. While the Estate of James Wood was unknown to any of the officials in Ipswich it claimed it had the skill and ability to perform the work. After a hearing of 2½ days the Court decreed that it found as a fact that James Wood Estate had the skill and ability to do the work and ordered the Town of Ipswich to award the contract to James Wood Estate. This case aroused considerable attention and comment among lawyers as it was among the first of this

type of case, and made law on the subject.

**GREAT NECK LAND:** At the last Annual Meeting it was voted to authorize the Board of Selectmen to sell the land owned by the Town of Ipswich in the Great Neck area. The Town Engineering Department has drafted a plan locating roads and house lots in this area, and the house lots have been offered for sale to the present tenants. Many of the tenants have purchased the land formerly leased and deeds have been drafted to these persons so that now various people own not only the cottages but the land on which the cottages are located. The persons who have purchased the lands have indicated that they now intend to improve their homes, and many of them suggest that their cottages will be converted into permanent homes.

**OPINIONS:** Various Departments have requested opinions relative to their departmental work during the year; however, two Departments have had extra activities this year, namely, the Sewer Committee and the School Committee. The State Department of Public Health gave notice that the Town should abate certain nuisances claimed to be caused by lack of a sewer system in Ipswich and further stated that if the nuisances were not abated the State would institute legal proceedings to command the Town to construct a sewer system. This problem, of course, necessitated an examination of the law and conferences with various State officials.

The School Building Committee has had legal problems which arose out of the suggestion of the construction of a new High School. Town Counsel has met with the Committee and with various members from time to time relative to these problems.

There have been the usual requests from various Departments for opinions relating to affairs in their Departments.



# ASSESSING DEPARTMENT

*C. Chester Caldwell, Chief Assessor*

No. of Employees:	
Full Time .....	2
Part Time .....	1
1953 Expenditures .....	\$9,014.94

**ASSESSMENTS:** Assessed valuation on real and personal property in 1953 was \$10,278,150. This was an increase of \$420,445 over the 1952 assessed valuation. During the year every parcel of taxable real estate in the Town was reviewed and the assessment checked. In the cases of new buildings, wherever possible, the entire structure was inspected. The Town was also canvassed to bring up to date the poll tax list, personal property assessments, and dog tax lists. Commitments were made out for all taxes due the Town and appeals for abatement were handled.

The tax rate was set on April 22 at \$46.00, which represented a \$1.50 reduction.

**PERSONNEL:** The Board of Assessors was organized with C. Chester Caldwell as Chairman for the 24th consecutive year. Mr. Donald F. Perkins was elected Clerk of the Board.

Mr. Perkins resigned on November 1 to accept a position in the Assessing Department of Midland, Michigan.

On December 15 Mr. Joseph W. Hinkley was appointed as Assessor-Trainee.

**TAX MAPS:** Considerable work was done on the tax maps for which the Town voted \$15,000. On September 2 the contract for these tax maps was let to the James W. Sewall Company of Old Town, Maine. Aerial photographs of the Town in connection with the construction of tax maps will be taken by the Sewall Company in April, 1954.

**GENERAL:** A summary of the recapitulation sheet showing comparative assessment statistics for 1952 and 1953 may be found in the financial section.



**BOARD OF ASSESSORS**

(l. to r.) Henry Plander, Joseph Hinkley, and Chairman C. Chester Caldwell



# RECORDS DEPARTMENT

*Anthony Murawski, Town Clerk*

No. of Employees .....	1
1953 Expenditures:	
Records .....	\$3,913.62
Election .....	2,355.55

**LICENSES:** Comparative statistics on licenses issued for 1953 as compared to 1952 are as follows:

	1952	1953
Dog licenses .....	647	661
Hunting and fishing licenses	503	556

In addition to the above dog licenses, there were ten kennel licenses issued.

**VITAL STATISTICS:** Comparative vital statistics recorded for 1953 were as follows:

	1952	1953
Births .....	280	303
Marriages .....	84	72
Deaths .....	106	109

Included in those totals are 53 out-of-town births to Ipswich parents; 19 out-of-town marriages; and 27 deaths of Ipswich residents which occurred elsewhere.

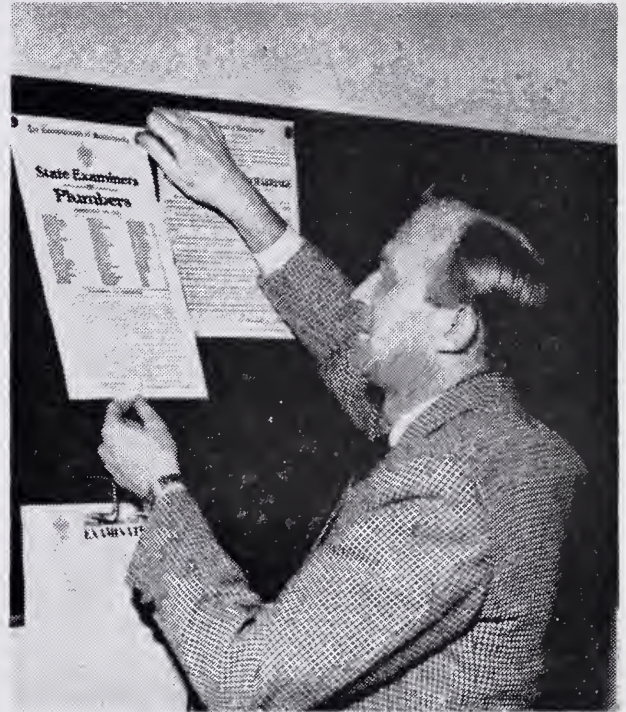
**REVENUES:** Receipts in the Records Department for 1953 totaled \$4,098.14. Disposition of these receipts was as follows:

Payment to the State ....	\$1,455.50
Payment to the County ..	\$1,508.60
Turned over to Ipswich	
Treasurer .....	\$1,034.04

Payments made to the State are for hunting and fishing licenses and to the County for dog and kennel licenses.

Payments made to the Town Treasurer are for fees received on births or deaths or marriage certificates, marriage permits, recording of mortgages and discharges, gas renewals permits, the issuance of dog and kennel licenses, and the issuance of hunting and sporting licenses.

**ELECTIONS AND TOWN MEETINGS:** Only one election was held in 1953 which was the annual town election on March 9.



**Town Clerk Anthony Murawski**

Four Town Meetings were called during the year for the following purposes:

- February 12—Regional School
- March 2—Annual Town Meeting
- July 31—Rent Control
- October 29—Sewerage and Alternate School Plan Committee

The question of the Regional School was passed by a ballot vote of 323 to 164, but the other Town of the Regional School District did not approve.

At the Annual Town Meeting the warrant was completed and the meeting adjourned by 11:50 p.m.

The meeting on Rent Control was adjourned without date for lack of a quorum.

At the last Town Meeting on October 29 the article of sewerage was laid on the table until the Annual March Meeting, and the Alternate School Plan Committee was appointed by the Moderator.

The total number of registered voters as of December 29 was 4,245.

# PLANNING DEPARTMENT

*Amos Hayward, Chairman*

No. of Board Members ..... 5  
1953 Expenditures ..... \$200.00

**INTRODUCTION:** Just as there is great variability in the effects of aging on the individual, there is no set rule which applies to the decline or growth of a community. A good Town depends on the energy, strength, and vision of a well-informed public for the promotion of its well being. The Planning Board, as the name implies, is the steering committee of the Town's future. Its powers are mainly advisory, but the opportunities to be useful are countless.

**CAPITAL CONSTRUCTION PROJECTS:** Providing municipal services is a considerable business enterprise. No business can long continue without applying forethought to the efficient development of its responsibilities to the public in the form of goods and services, its financial capacity to improve its operations, and its physical plant. The Planning Board in 1952 made recommendations concerning the Sewer Project, School Building Needs, Town Hall office space requirements, and Town Garage needs when these physical improvements were in their planning infancy. The Planning Board has followed the growth of information, plans, and problems of these proposed improvements during 1953. Joint meetings

have been conducted for dispensing of information and the consolidation of the programs.

Planning is not a method of finding ways for spending more tax dollars, but rather a process designed to gain the greatest efficiency and lasting benefit from each dollar spent in physical development of the community.

**PRIVATE DEVELOPMENT:** Planning should encourage not only public improvement, but also healthy private development in all its phases. Towns and Cities are today competing among themselves for industry, business, and new growth. The Board's influence is still advisory, except for residential development where Sub-division Rules and Regulations have been formulated to provide the residential developer with certain obligations to the community. During the past year five sub-divisions were brought before the Board. Two were granted approval and the remaining three did not request final approval.

**PERSONNEL:** Upon the resignation of Mr. Jerome Richardson, Mr. Bernard Sullivan was appointed to maintain the five-man membership.



Town Engineer Ralph Preble discusses problem with Draftsman Daniel Counihan



# ENGINEERING DEPARTMENT

*Ralph Preble, Town Engineer*

No. of Employees	1
1953 Expenditures	\$1,088.85

**INTRODUCTION:** The Municipal Engineer is a general practitioner in his line of endeavor. Among his diverse duties are included administration, organization, inspection, and control of public works, estimation and measurement of quantities, preparation of specifications and design. His outlook must be broad, but conversely, he cannot be expected to be an expert on all phases of the work for which he is responsible.

**SUPERVISED MANY PROJECTS:** Probably the most important project undertaken by the Engineering Department was the renovation of the Town Hall. The Department carried through from design and specifications to the completion of the job, employing a private architect only on the design and layout of the new front door.

The Engineering Department also worked with the Public Works Department establishing lines and grades for the relocation of two sections of Jeffries Neck Road, the Island Park Street widening, and reconstruction work on Stage Hill Road, Arrowhead Trail, and Damon Avenue. General supervision and engineering work was provided for three drainage projects completed during the year. In this respect the engineer and his assistant were called in to carry on the sidewalk construction program, provide plans and specifications for water extensions, and aid in preliminary work involved with the construction of a cooling pond for the electric generating plant.

**SCHOOL MAINTENANCE:** Major items of school maintenance work were channeled through this office, including contracts for floor tile installation, high school entrance

repairs, and the Shatswell School drive and parking area. Preliminary investigation and cost estimates were prepared for the 1954 school maintenance budget on over forty items.

**SURVEYING AND PLANS:** Field work and calculations were made for the purpose of preparing lot plans of the Town-owned property on Great Neck, sale of which was authorized by the 1953 Town Meeting.

A new master plan of the Town center district was prepared and will be available to the various departments in 1954 for use on refuse routes, the oiling program, hydrant maintenance program, etc. Street numbering plans were prepared, and adopted for Linebrook Road, Farley Avenue, Damon Avenue, Newmarch Street, Nabby's Point Road, Arrowhead Trail, and Topsfield Road.

Street lines and grades were checked for the Public Works Department and private parties to insure that proper construction and locations are made in the building of retaining walls, fences, street work, driveways, sidewalks, and buildings, and to determine responsibility in tree removal.

**MISCELLANEOUS:** Preliminary investigation, land plans and design plans of proposed Municipal Parking Lot expansion were completed.

The Engineer served on a Special Advisory Committee, investigating the technical aspects of the proposed sewerage system. Specifications and contracts for the acquisition of tax maps were drawn.

Also, the Engineer served as a dispensary of information on the Chapter 90 Argilla Road Reconstruction and all public works projects.

# PERSONNEL DEPARTMENT

*Joseph R. Coupal, Jr., Personnel Director*

No. of Employees:  
Part Time ..... 1  
1953 Expenditures ..... \$113.40

**PERSONNEL ACTIONS:** During 1953, eighteen employees were appointed, and there were thirteen separations and seven transfers. Two hundred and sixty-four days of sick leave were taken by Town employees. Ten paid holidays were allowed during the year, and all permanent employees received two weeks of paid annual leave.

**CLASSIFICATION AND COMPENSATION PLAN:** The Classification and Compensation Plan was amended as of January 1, 1953 to include several new positions and to reclassify four jobs. Also effective January 1, the salaries and wages schedule was increased 4 per cent, and the first cost-of-living adjustment of 4 per cent became effective on January 1, 1953.

# PURCHASING DEPARTMENT

*Joseph R. Coupal, Purchasing Agent*

No. of Employees:  
Part Time ..... 1  
1953 Expenditures ..... \$295.29

**PURCHASE ORDERS:** During the year 4,591 orders were sent out, of which 3,462 were field purchase orders and 1,129 were purchase orders.

**ADMINISTRATIVE REGULATION:** An Administrative Regulation describing the purchasing procedure in detail was distributed to all Department Heads.

**SEALED BIDS:** During 1953 sixty-nine sealed bids were processed for the various departments. All of these bids were advertised in the local newspaper, and a separate file was set up on each one. At the time of the bid opening, all bids were tabulated and the tabulations forwarded to the correct Department Head.

# CIVIL DEFENSE DEPARTMENT

*Barclay Warburton III, Director*

No. of Employees:  
Part Time ..... 1  
1953 Expenditures ..... \$380.22

**ORGANIZATION:** During 1953 the Civil Defense Department has been strengthened by the addition to its Auxiliary Police Force of an Auxiliary Fire Department, a Search and Rescue Squad, and a Communication Section. These four divisions insure reasonable protection from the point of view of public safety.

However, much remains to be done in regard to welfare and emergency housing. The completion of this work will depend on volunteer aid which so far has not been

forthcoming. An ample supply of first-aid equipment has been received, and is at the Fire Station, which has been designated as an emergency first-aid center.

**PERSONNEL:** Effective December 28, Mr. Barclay Warburton who had served as Director of the Ipswich Civil Defense Department since July, 1952, found it necessary to resign because of the press of other business. An appointment to this post will be made early in 1954.



# SHELLFISH AND HARBORS DEPARTMENT

*Lionel Sheppard, Sr.,  
Director and Harbor Master*

No. of Employees:	
Permanent	1
Part Time Deputies	2
1953 Expenditures:	
Town Expenditures	\$3,967.11
State Aid	363.99

**SHELLFISH PROTECTION AND PROPAGATION:** Between March and October of 1953, fifty-two bushels of clams and one bushel of quohogs were planted on the flats. The natural seed clams are making a good growth and are down in the flats seven to eight inches so that the horseshoe crabs can do little damage.

The seed beds are in Third Creek, Middle Ground, and Point Peter. These flats will be closed until the clams are large enough to spawn and seed in other flats that are now barren.



Shellfish Commissioner Lionel Sheppard plants seed clams

Nearly two thousand horseshoe crabs and sixty-five bushels of green crabs were destroyed during the year. The green crabs were not as thick this year as in 1952, and the horseshoe crabs did not arrive in great numbers until July and were gone by October 1.

**WHARF AND HARBOR:** A request was made to the Coast Guard for a lighted buoy on North Spit, but the Coast Guard reported insufficient water to float one there.

Twenty painted buoys were put out in the Ipswich River and three in Eagle Hill River. The floats at the Wharf were repainted and a new ramp built. Also, a temporary light was installed at the Wharf.

The mooring area has become more of a problem. There were forty-eight small outboards from the wharf to Hovey Street during this season. It is planned to put a small float at the foot of Hovey Street with a ramp to the shore to service these boats next year.

**SHELLFISH PERMITS:** There were 492 resident permits, 708 non-resident permits, and 16 commercial permits given out during the year.

## WEIGHTS AND MEASURES DEPARTMENT

*Ernest Romano, Sealer*

No. of Employees:	
Part Time	1
1953 Expenditures	\$35.54

**DEVICES INSPECTED:** The following tabulations represents the various devices inspected and sealed during the year. The sealing fees amounted to a total of \$113.95, as compared to \$94.00 in 1952.

Scales	55
Weights	34
Volumetric Measures	8
Meters, Less than 1 inch	40
Meters, More than 1 inch	17
Pumps	5

# POLICE DEPARTMENT

*Stanley Surpitski, Acting Chief*

No. of Employees	..... 9
1953 Expenditures	..... \$37,589.38

**PERSONNEL:** Chief Byard Horsman who entered the police service in 1927 died on May 5, 1953 after a long illness. Sergeant Stanley Surpitski was appointed Acting Chief, and Patrolman Joseph Arcisz was assigned the duties of Acting Sergeant. A Civil Service Exam has been scheduled for early in 1954 to fill these permanently.

Also early in 1954, will be held a Civil Service Exam to fill the vacancies for three permanent patrolmen.

**DOG OFFICER:** During the year a new Division of the Police Department was established under the supervision of the Acting Chief of Police to take care of the dog problem. Mr. Joseph Leet was appointed Dog Officer, and, as a result, 659 dogs have been licensed, and 10 kennel licenses issued. This new Division also provides for better care of stray dogs and relieves the regular personnel of the Police Department for more urgent duties.

**ARRESTS:** There were 347 arrests made by the Police Department during 1953, which is an increase of 77 over the 1952 number. These arrests are classified as follows:

Drunkness .....	135
Operating under influence .....	37
Stop sign violations .....	60
Excessive speeding .....	15
Failure to keep to right .....	9
Larceny .....	7
Operating to endanger .....	4
Operating without license .....	6
Failure to display sticker .....	8
Miscellaneous .....	66

These cases were disposed of as follows:

Fined .....	95
Filed .....	61
Released .....	58
Filed on costs .....	50
Not Guilty .....	12
Sentenced to House of	
Correction .....	11
Suspended Sentence .....	24
Miscellaneous .....	36



Acting Chief Stanley Surpitski (r.) and Acting Sergeant Joseph Arcisz discuss Ipswich traffic problems



**OTHER ACTIVITIES:** The Police Department investigated 1,045 complaints and found 181 business establishments open at night.

122 bicycle registrations were issued, and 389 parking summonses were issued. 150 ambulance calls were handled, with the ambulance traveling 1772 miles during the year.

There were 73 automobile accidents investigated, and 133 minor collisions reported. There were two auto fatalities in Town during 1953 which broke a record of 1571 days without a fatal auto accident.

1,097 auto transfers were handled. The cruising car traveled 31,329 miles.

Clam permits and beach parking stickers

were issued as follows:

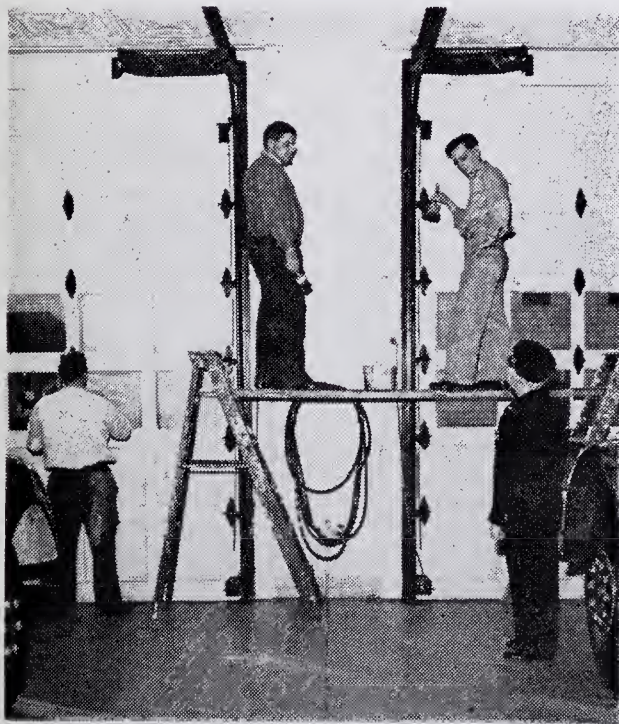
Resident Clam Permits .....	492
Non-resident clam permits .....	709
Resident beach stickers .....	1,299
Summer Resident Stickers .....	282

For the fourth consecutive year a plaque was awarded to the Ipswich Police Department for 1952 by the National Safety Council for having had no fatal accidents in Town during that year. Also a plaque from the A.A.A. National Pedestrian Protection Contest for excellence in our pedestrian record for 1952 was awarded.

The 1953 pedestrian record has been reviewed and a plaque will be awarded to the Police Department in 1954 for this also.

## FIRE DEPARTMENT

*Samuel W. Atherley, Chief*



Chief Samuel Atherly directs building maintenance project at Fire Station

### No. of Employees:

Permanent .....	8
Call .....	30

### 1953 Expenditures:

Fire Department .....	\$40,409.54
Forest Fires .....	414.53

**FIRE CALLS:** The Department answered a total of 355 calls during the year, as compared with 314 during 1952. Of these, however, only 4 were building fires, 7 were automobile fires, 20 were flooded oil burners, 83 grass and brush fires, and 58 ambulance assistance calls.

There were many calls to aid and assist citizens in such emergencies as flooded cellars, leaky refrigerators, and people locked out of their homes.

**EQUIPMENT RUNS:** Fire Department equipment during 1953 covered a total of 1,543 miles, but it is estimated that the engine mileage is about 11,000 miles. The Department laid one mile of 2½ inch hose, and one-half mile of 1½ inch hose. 1326 feet of ladders were raised, and 26,365 gallons of booster water was pumped.

**FIRE LOSSES:** Estimated fire losses during 1953 fell to a remarkable \$3,852, as compared to \$19,000 in 1952. The total value of property threatened was \$47,500. When it is considered that the Town of Ipswich has an assessed valuation in excess of \$10,000,000, these figures indicate the effectiveness of the Town's fire prevention and fire control programs.

**BUILDING MAINTENANCE:** Considerable building maintenance activity was carried on throughout the year. The entire interior of the building was washed and painted by men on the permanent crew, and the outside of the building was painted with two coats and all windows repainted under an outside contract.

# HEALTH DEPARTMENT

*Ernest Romano, Health Officer*

No. of Employees:  
Board Members ..... 3  
Permanent ..... 1  
1953 Expenditures ..... \$7,591.52

**PERSONNEL:** In April, Mrs. Anna Hall joined the Health Department to assume the responsibility of Tuberculosis control.

**ADMINISTRATION:** In keeping with the administrative policy to improve the department, changes were made to correct the record forms to suit our needs. A great deal of streamlining has been accomplished this past year and will continue in the future.

**VITAL STATISTICS:** During the past year we have accumulated morbidity statistics, which are statistics of disease, and mortality statistics, which are concerned with death and the causes of death.

These will not only indicate more clearly the healthfulness of our community but will also give us important clues as to the character of work required.

It is our hope that with the cooperation of the medical profession we will improve our morbidity reports.

*Our reports show that the four leading causes of death are:*

1. Degenerative heart disease
2. Malignant Neoplasm
3. Virus Pneumonia
4. Cerebral Vascular Lesions

**SLAUGHTERING INSPECTION:** Efforts continue to be made to maintain sanitary conditions at the Slaughter House.

The following recommendations were carried out:

1. Installation of a hot water system
2. Screening during fly season
3. Repainting of walls

The number of animals slaughtered during the year were as follows:

Horses ..... 1,045  
Calves ..... 2

A total of \$1,047 will be paid into the Town Treasury for the year in slaughtering fees.

**COMMUNICABLE DISEASES:** It was noted that the incidence of chicken pox was greater this year than last.

The comparative number of cases reported of communicable diseases reported were as follows:

	1953	1952
Measles	3	79
Mumps	4	9
Meningitis	0	2
Tuberculosis	3	3
Scarlet Fever	1	3
Chicken Pox	56	29
Whooping Cough	0	4
German Measles	3	17
Salmonellosis	1	4
Poliomyelitis	1	0

The number of dog bites investigated this year was 36 as compared with 21 for the previous year. There were no cases of Rabies.

**DOG IMMUNIZATION CLINIC:** This year a dog immunization clinic was inaugurated for protection against rabies, at no cost to the Town. 138 dogs were inoculated.

**FOOD ESTABLISHMENT INSPECTION:** The number of inspection of food establishments were as follows:

Restaurants	86
Bakeries	12
Grocery Stores	22
Drug Stores	9

Twelve swab tests were performed at local food establishments.

**MILK INSPECTIONS:** During the year 16 inspections of dairy plants were made and eleven milk samples were analyzed.

**ANIMAL INSPECTION:** During the annual farm survey, 34 farms were inspected, and 62 ear tags were examined of animals shipped to Ipswich.

**LICENSES AND PERMITS:** 108 licenses and permits were issued during the year.

**NUISANCE COMPLAINTS:** Forty nuisance complaints were reported and all were investigated and abated.



**OVERNIGHT CABINS:** Ten overnight cabins and recreational camps were investigated and found to be operating properly.

**DAY NURSERIES:** During the year rules and regulations were drawn up by the Board governing day nurseries in order to afford greater protection to pre-school children and to assist day nursery operators in carrying out the functions of these child-care centers.

**TUBERCULOSIS CONTROL:** On April 1, 1953, Mrs Anna Hall was assigned, upon request, to the Health Department by the Essex County Health Association, at no cost to the Town. Between April 1 and December 29, 114 home visits were made.

As a result of the home visits, a chest x-ray clinic for tuberculosis contacts was held and 55 x-rays were taken.

It is our hope that in view of the progress made in tuberculosis control, the Town will assume the responsibility of carrying on this nursing service in the future.

**SCHOOL NURSING PROGRAM:** At the annual Diphtheria Clinic held last spring in the Me-

morial Building, 68 initial immunizations and 360 Booster doses were given.

Thirteen students and two adults working in the High School Cafeteria were taken to Middleton for chest x-rays to comply with the State ruling that all school personnel must have a certification card as to their freedom from Tuberculosis, on file in the Superintendent's Office.

Also, all known contact cases in the schools, both High and Elementary, are routinely taken to Middleton for a physical check-up and chest x-ray every six months.

The Well Child Clinic was held the first Wednesday of each month, with the exception of August. 96 pre-school children were treated at the Clinic which is an increase of 6 over 1952. Three babies received their initial immunization against Diphtheria, Tetanus, and whooping cough, and eight children were given Booster doses.

Late in 1953 the Clinic was moved to new quarters at the Municipal Health Department in the Town Hall. These new rooms are ideal, and 1954 should be a very successful year for the Well Child Clinic.



Doctor Frank Collins and Nurse Eleanor Richardson check physical condition of protesting young citizen at the well-child clinic



# WELFARE DEPARTMENT

*Walter Callahan, Welfare Director*

**INTRODUCTION:** Almost since the beginning of time, Public Welfare, as we know it, has been in existence. It predates the early Egyptians and is with us today.

In the Commonwealth of Massachusetts, there are four general categories of aid. These are Old Age Assistance, Aid to Dependent Children, Disability Assistance, and General Relief.

**OLD AGE ASSISTANCE:** This category of assistance is designed to aid the elderly citizen, who has reached the age of sixty-five and who is in need. Citizenship of the United States is a primary requisite and must be established by the applicant. The Community is reimbursed a major portion of the aid rendered in this category by the State and Federal Government. There is no right as such that gives people Old Age Assistance. It is unlike Federal Social Security, in that the element of need is the first essential. Unless need is established, there can be no aid.

Total expenditures for Old Age Assistance this year were \$146,473.98 as compared to \$142,021.12 in 1952. This total expenditure

<b>No of Employees:</b>	
Permanent .....	3
Board Member .....	3
<b>1953 Expenditures:</b>	
Administration .....	\$ 8,171.39
General Relief .....	8,793.73
Old Age Assistance .....	146,473.98
A.D.C. ....	5,392.80
Disability Assistance .....	13,132.15

was apportioned as follows:

Federal Share .....	\$66,185.55
State Share .....	59,314.21
Local Share .....	20,974.22

Total ..... \$146,473.98

On January 1, 1953 there were 169 active cases on the town rolls. During the year, 33 cases were closed and 24 cases were added so that as of December 31, 1953, there were 164 active cases.

**AID TO DEPENDENT CHILDREN:** This category of relief deals with the families in which the wage earner has been taken by death, desertion, or sickness. These cases in the past have been visited once every three months, but starting on January 1, 1954 they must be visited every month, and one visit each quarter must be made at night. A strong family contact must be established, and every effort made to keep the religious life of the family at a high level. Schools must be contacted each month to find out how the children are standing in their



Welfare Director Walter Callahan (r.) discusses welfare case with Board Members (l. to r.) Alcide Lombard, Chairman George Hovey, and William Dunbar



classes. In the summer every effort is made to secure employment for these children to impress upon them the importance of helping in the family. The case load for 1953 averaged six families with eighteen people as recipients.

The total was apportioned as follows:

Federal Share .....	\$2,173.50
State Share .....	1,731.56
Local Share .....	1,487.74

Total .....\$5,392.80

This total expenditure of \$5,392.80 for 1953 compares with a total expenditure of \$4,652.45 in 1952.

**DISABILITY ASSISTANCE:** This type of assistance cares for the permanently disabled who cannot take care of themselves. Citizenship is no bar in this category. A person must be 18 years of age however. This new category of assistance has decreased the General Relief rolls somewhat, in that some of the General Relief cases are now eligible for this type of relief, and the Town receives the benefit of some reimbursement from the State and Federal Governments.

As of January 1, 1953 there were 16 active cases on the rolls. During the year, 2 cases were closed and 2 new cases were added, giving us 16 cases as of January 1, 1954.

Total expenditures in 1953 were \$13,132.15 as compared to a total of \$12,845.23 in 1952. This 1953 total was apportioned as follows:

Federal Share .....	\$4,839.08
State Share .....	3,813.82
Town Share .....	4,479.25
<hr/>	
Total .....	\$13,132.15

**GENERAL RELIEF:** This category of assistance provides for persons who are temporarily unemployed or who, for one reason or another, do not qualify for any of the other categories of relief.

Total amount expended for General Relief in 1953 was \$8,793.73 as compared to a total of \$10,158.54 in 1952. There was an average case load in 1953 of 24 while the Department handled an average of 17 cases per month in 1952.

**ADMINISTRATION:** The cost of administration of Public Welfare during 1953 amounted to \$8,171.39, which was apportioned as follows:

State & Federal Shares ..	\$4,016.76
Town Share .....	4,154.63
<hr/>	
Total .....	\$8,171.39

## VETERANS' SERVICES DEPARTMENT

*Anthony Murawski, Veterans Agent*

**CASE LOAD:** Expenditures for veterans' benefits during 1953 amounted to \$14,798.42. Out of this amount \$11,678.50 was paid for cash allowances for ordinary benefits, \$1,404.83 paid for medical expenses, and \$1,715.09 for emergencies and fuel.

At the close of the year there were nineteen active cases and four cases pending. There are many cases on file now that become active for a short period of time during the course of each year. Complete applications must be taken on all the vet-

No. of Employees .....	1
1953 Expenditures:	
Administration .....	\$ 2,192.27
Aid .....	\$14,798.42

erans who seek benefits.

**OTHER SERVICES:** In addition to financial aid, other aiding services are rendered by this Department. These include hospitalization in V.A. Hospitals, assistance in filing for state bonuses, photostat reproduction work on discharges.

In many instances where the veteran is inquiring about schooling, insurance, on-the-job training, or other veterans' problems, he is referred to the Regional V.A. Office in Salem.

# RECREATION DEPARTMENT

*Pennell S. Eustis, Director*

No. of Employees:	
Permanent	1
Part Time	5
Board Members	5
1953 Expenditures	\$3,913.61

**SUMMER PROGRAM:** Two playgrounds were open, under supervision for eight weeks, and an average of 150 children a day took part in the scheduled program. Arts and crafts, sports activities, special events, dramatic activities, stunts, and games were included in the list of activities offered.

In cooperation with the Kiwanis Club and other interested citizens, a Thursday evening Block Dance was held in the Municipal Parking Lot which attracted hundreds of young people throughout the summer months.

The Boys' Twilight Baseball League, including sixty boys, from 12 to 16 years of age, was another seasonal program supervised by this Department and sponsored by interested organizations that aided in giving team and group experiences to the youth. Also, facilities were provided and maintained for the Men's Softball League which included ninety men and older boys in weekly games over a three-month period.

The Red-Cross again sponsored and supervised a summer swimming program involving one hundred fifty boys and girls for an eight-week period with the aid of the Recreation Department.



Action in the Summer Playground Program



Halloween window painting contest

**FALL AND WINTER PROGRAM:** By the end of September a new recreation office was made available as part of the Town Hall Improvement program. Activities planned and carried out by the Department included the following:

1. A Halloween Window Painting Contest for Grades 3-12, in which 176 children participated.
2. Thanksgiving Store Window Guessing Contest for all grades with 150 entries.
3. Thanksgiving Editorial Contest for Grades 4-12 with a participation of 63.
4. Monday evening basketball for men at the High School with 26 enjoying this program.
5. Saturday gym program for 147 boys and girls at the High School for Grades 5-7.
6. Arts & Crafts classes in painting and rug hooking for 42 adults at the High School.
7. Bowling League for children in Grades 5-12 at the Depot Square Alleys once a week, about 115 children attended these program.
8. Supervision of the Tiger-Teen Dances run bi-monthly with an average of 175 teen-agers.



The Recreation Department sponsored a Little Theater Group which put on two productions during the year. In July, the play "Dear Ruth", given for two consecutive nights to appreciative audiences, and in December the production of "You Can't Take it With You" included a cast and crew of over 40 people.

RETROSPECT: Ipswich has progressed rapidly during the past year recreational-wise. The advent of a full-time program has

given recreation a sense of direction and stability. Many new activities have been offered that were only plans a year ago.

Through the keen interest of the Town Administration, Recreation Committee, School Department, merchants, and citizens-groups, these opportunities have been made possible. Recreation on a community level is dependent on cooperation. This is the key to the success of any recreational program, and the people of Ipswich are giving it.

## PUBLIC LIBRARY

*Hester L. Mitchell, Librarian*

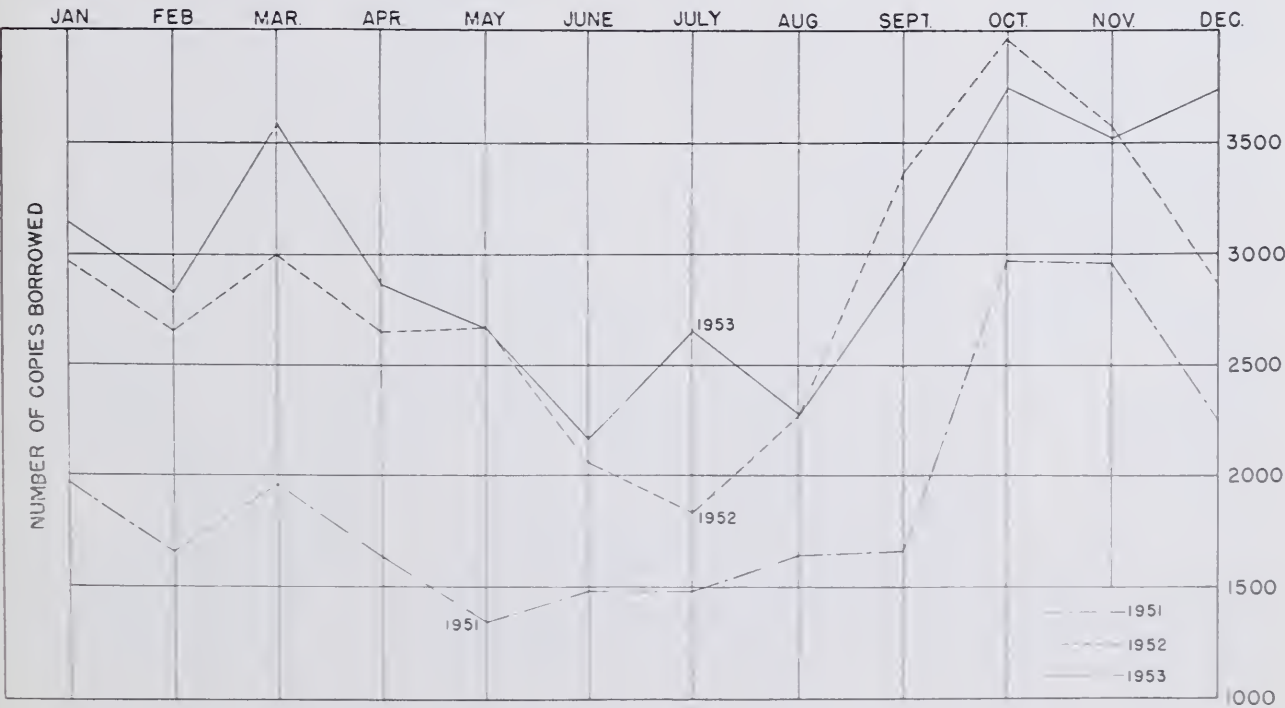
No. of Employees:	
Full Time	2
Part Time	3
1953 Expenditures	\$9,000.00

CIRCULATION: During the year, 36,068 books were circulated, an increase of 2,120 over 1952. 1,284 volumes were added to the library shelves, of which 414 were gifts and 253 for the Rogers Room for children.

In June, the library record collection was opened to the public, and in the seven remaining months of the year, the record circulation totaled 155 albums. Record gifts have been added, and recently the Educational Division of the Ipswich Women's Club presented to the library its first new

album, Danny Kaye's Hans Christian Andersen, for use during story hours and for adult borrowing.

BOY'S AND GIRLS' DEPARTMENT: Activities in the Rogers Room included 22 story hours with a total attendance of 1,138 children. The Library Boys' Club, composed of all interested seventh grade boys in Town, has had excellent meetings with such speakers as Fire Chief, Samuel W. Atherley, Town Photographer, Peter Zaharis, and



LIBRARY CIRCULATION STATISTICS



Guidance Director, James McKenna. In addition to regular activities, special events, including Spring Book Festival in May and National Children's Book Week in November, helped to make the total number of books borrowed by boys and girls during the year, 13,724.

**YOUNG ADULT SECTION:** The former High School Shelves have been converted to a section for young people offering a selection of recreational reading grouped under the following titles: Travel and adventure, Careers, Famous People, Sports, Science, and including two shelves for teacher reference material. This is a temporary measure, as it is hoped to have a Young Adult Room for high school people before the new year ends.

**INTER-LIBRARY-LOAN SERVICE:** This year more books than usual were borrowed from out-of-town libraries for public use. Approximately fifty were secured from such libraries as Harvard University, Boston, Cambridge, Brookline, Newton Public Libraries, and from the State Division of Public Libraries in Boston. Anyone wishing a book not owned by the library may request Inter-Library-Loan service.

**THE NEW LOOK:** Through the thoughtfulness of a friend of the library, Sylvania fluorescent lighting has been installed in the main reading room, periodical rooms, lower stacks and office, appreciated both by those who work in the building and public who use the library. The 1953 edition of the World Book Encyclopedia was presented by the Friends of the Library, and other gifts included 414 individual book donations plus flowers and Christmas decorations made by the Ipswich Garden Club. Finally, with the addition by the trustees of a new clock in the main reading room, the library is really catching up with the times.

**LIBRARY STATISTICS:**

Total number of books circulated	36,068
Total number of adult books	22,344
Total number of juvenile books	13,724
Total number of books added	1,284
Total number of gifts	414
Total number of registered borrowers	2,098

**LIBRARY HOURS:**

Mondays and Wednesdays	10-6
Tuesdays and Fridays	1-8:30
Thursdays and Saturdays	1-6



Librarian Hester Mitchell and Police Officer William Matous at one of the popular story hours



# GROUND S AND BUILDING DIVISION

*Gardner Caverly, Foreman*

No. of Employees ..... 5  
1953 Expenditures ..... \$18,833.31

Twenty-two young trees were planted at Upper River Road and Linebrook Playground. One hundred large shade trees were pruned.

A line-clearing program completing two years of a three-year program was continued. This operation has generally improved consumer service rendered by the Electric Department.

**PARKS AND PLAYGROUNDS:** New modern mowing equipment has cut down substantially the cost of maintenance on the various lawn areas which make up the public parks and playgrounds. The new cub tractor with a Worthington Mower unit, purchased earlier in the season, mows approximately 14 acres of grass in 16 hours time. Formerly 60 man hours were required to do the same work.

The Town Hill and Dow Park areas were brushed out early in 1953, and the same maintenance program will be continued in 1954. Seven hundred red pine seedlings were planted early in April at the rear of the skating ring at Linebrook Playground, and at the gravel pack well on High Street.

**FORESTRY:** Three shade trees were removed during the year by petition, three because of heavy storm damage, and three due to their dying condition. Also, the six public shade trees infested with Dutch Elm Disease were removed.

**ROADSIDE MOWING:** Roadside mowing and brush activities were carried out during the summer months on 20 miles of roads. The



New Tractor-Mower in operation

new cub tractor with a cutterbar attachment again saved part of the cost of this program which was formerly done with hired equipment. In many areas larger growth has become so heavy, it is necessary to do a considerable amount of hand cutting before the roadside mower can be operated.

**PEST CONTROL:** Three sprays were applied to all elms along all highways between April 1 and July 15 with satisfactory results. The first spray of 12 per cent D.D.T. was applied for Dutch Elm Disease control by the elimination of the bark beetle, and the following two sprays of 25 per cent solution was aimed at the control of the leaf beetle.

There was practically no damage in the Town by the Gypsy, Brown Tail, and Tussock Moth and the Spiny Elm Caterpillar.

Twenty-five samples were sent in to the University Shade Trees Laboratory in Amherst to be checked for Dutch Elm Disease.

## SANITATION DIVISION

*John Ladderbush, Foreman*

No. of Employees ..... 4  
1953 Expenditures ..... \$13,907.41

**SERVICE:** During 1953 refuse and garbage collection routes were extended to cover all the streets in Town. This was accomplished by adding one more man to the Department, and manning both the refuse packer and the sanitary garbage truck with two men on a full-time basis. In addition,

rubbish collections are now made weekly instead of every two weeks.

**WORK LOAD:** During the year this Division picked up and disposed of 625 tons of garbage and 6,006 cubic yards of rubbish. The garbage truck traveled 7,061 miles, and the refuse packer traveled 6,631 miles.

# HIGHWAY DIVISION

*Joseph H. Doty, Foreman*

No. of Employees .....	12
1953 Expenditures:	
Summer Maintenance .....	\$ 46,605.98
Winter Maintenance .....	11,840.76
Construction .....	41,642.91
	<hr/>
	\$100,089.65

**SUMMER MAINTENANCE:** General maintenance of roads and sidewalks was continued in the usual manner in 1953. A total of 25,224 gallons of asphalt was used in resurfacing 19 streets. In addition the Department applied 7,380 gallons on the school yards and driveways, 715 gallons on Cemetery drives, 617 gallons at the Electric Light Pumping Station, and 16,535 gallons on various streets under construction appropriations. Also, 5,409 gallons was used in making 350 tons of patch and another 227 tons of patch was purchased and used on the Town Streets.

A total of 271 catch basins were cleaned out, and 29 large speed limit signs were bought and erected on the various streets. It was necessary to rebuild a section of the stone wall at Green Street Bridge, and assistance was furnished the contractor in this work. Leslie Road was widened, several trees removed, and 560 yards of gravel used in its resurfacing. About 1,200 yards of gravel was used in resurfacing Town Farm Road, Greens Point Road, and Lowes Lane.

A total of 21,196 gallons of gasoline was supplied the various departments through the Highway Department tank.

Under Chapter 90 Maintenance, 3 catch basins were put in on Linebrook Road, and 786 feet of drainage pipe was laid. In addition, 230 feet of cable fence was erected on Linebrook Road and Lakemans Lane.



Surface Drainage on Farley Avenue



Chapter 90 Construction on Argilla Road

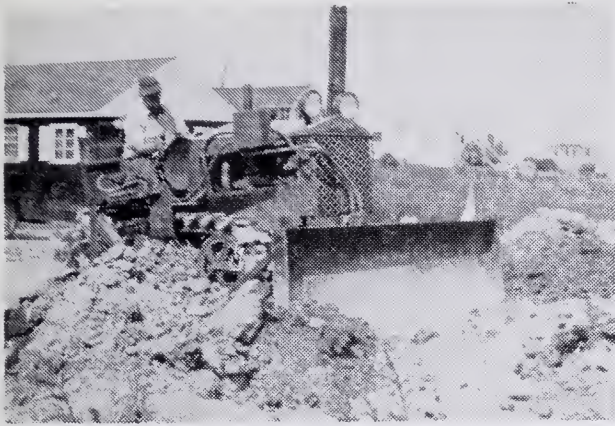
**WINTER MAINTENANCE:** A total of 44 tons of salt and 472 tons of sand was used in clearing ice from the roads. Hired plows worked 101 hours, hired trucks, 73 hours, and hired bulldozers, 9½ hours, pushing snow into the river. Town-owned plows worked 298 hours, Town-owned trucks, 154½ hours, the snow loader 47 hours, the sidewalk plow 86½ hours, and the front-end loader 38 hours in plowing and removing snow from the streets and the parking area.

**NEW CONSTRUCTION:** Under Chapter 90 Construction in April and May a section of Topsfield Road was resurfaced at the railroad crossing. A total of 1,230 tons of bituminous concrete was required to complete this work.

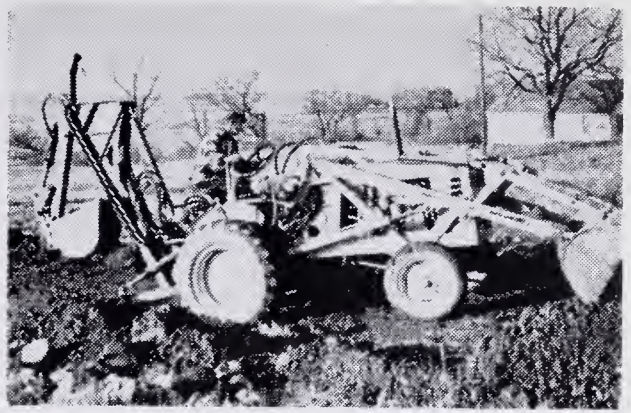
In the fall, Chapter 90 work was started on the Argilla Road. Several trees were removed, the road widened, and a causeway built across the marsh to eliminate the curve at Cranes entrance. Eight catch basins were built, and 1,558 feet of drainage pipe laid. The road is now ready for resurfacing in 1954.

With Special Construction Appropriations, Arrowhead Trail and Damon Avenue





**Newly Converted Bulldozer in Operation**



**Versatile New Backhoe**

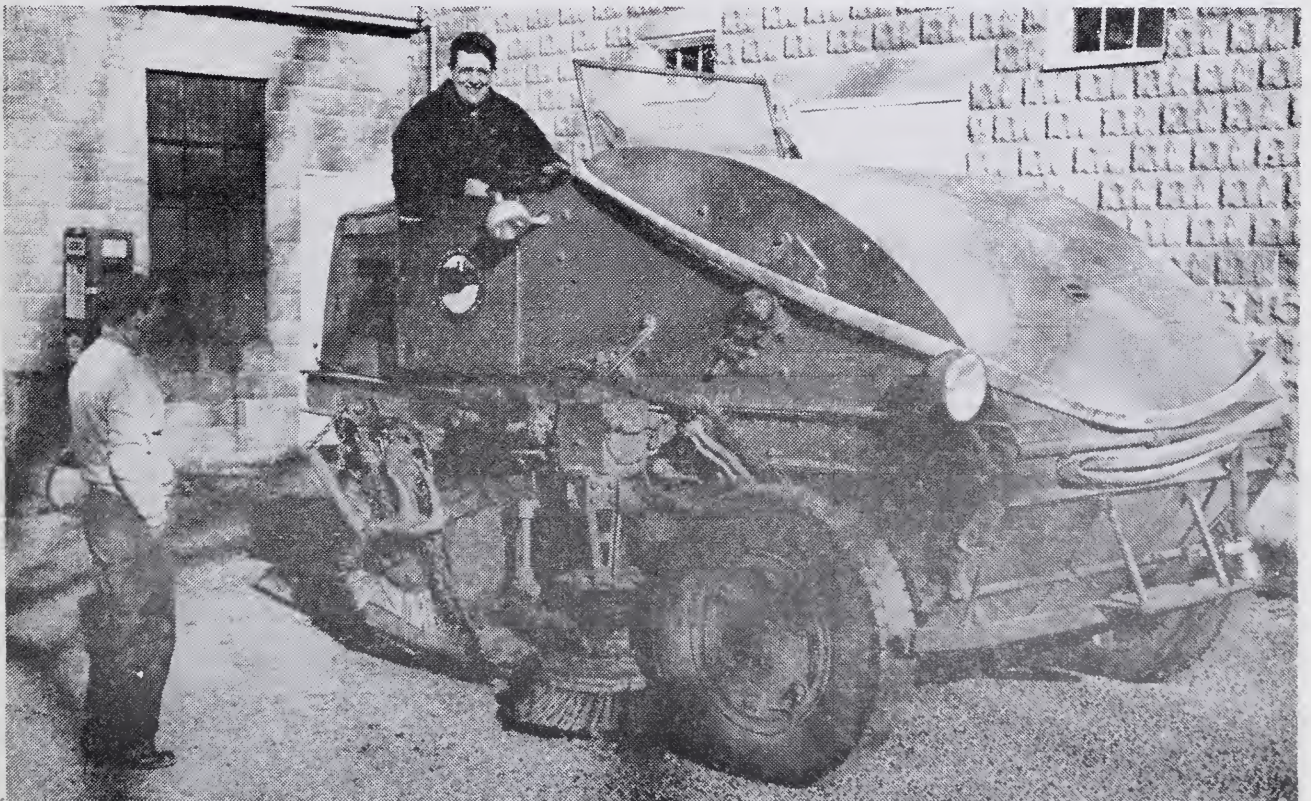
were graveled and ciled. Four catch basins and 640 feet of drainage pipe were put in on Farley Avenue, two catch basins and 170 feet of pipe on Bay View, and four catch basins and 250 feet of pipe on Stage Hill Road.

A total of 407 yards of gravel and 5,007 gallons of oil were used in widening and resurfacing Island Park. Two curves were eliminated in Jeffries Neck Road, and the road widened in these places requiring the use of 1,275 yards of gravel and 5,429 gallons of asphalt. Hillside Road was oiled and also the intersection of Hillside, Stage Hill and Plover Hill Road. This work required 2,932 gallons of asphalt.

Goulds Bridge was replanked and the Willowdale Bridge was completely rebuilt including a new guard rail on the approaches.

**NEW EQUIPMENT:** During the year the following equipment was added to the Department:

An Oliver Tractor equipped with a digging bucket, a grave digging bucket, and a front-end loader; a new F-6 Ford truck, a power sweeper, and a materials spreader. Also the Cletrac was converted into a bulldozer, and a trailer purchased to haul it. A new line marker and a grease machine were also added.



**Foreman Joseph Doty and Operator Chester Wells look over the new Elgin Street Sweeper**



# CEMETERY DIVISION

*Benjamin W. Homans, Superintendent*

<b>No. of Employees:</b>	
Permanent .....	2
Seasonal .....	5
<b>1953 Expenditures .....</b>	<b>\$16,458.03</b>

**CEMETERY OPERATIONS:** There were ninety-three interments during 1953 in the five Ipswich Cemeteries. This was three more than in 1952.

One eight-grave lot, three four-grave lots, and two single graves were sold. Ten lots went under perpetual care, and additional funds were added to the old funds. Lots awarded in the Cowles Memorial Cemetery included two four grave lots and fifteen six grave lots.

**MAINTENANCE:** Seventy graves were raised during the year, and foundations for head stones and monuments were prepared. One and one-half tons of fertilizer were applied to the Highland Cemetery in October. Mowing operations started on April 8 and continued throughout the summer and the fall.

Six and one-half tons of patch were applied to the avenues in the Highland and Cowles Memorial Cemeteries, and seven hundred and fifteen gallons of tar were used to surface the Highland Cemetery. The flag



General View of the Highland Cemetery



Flowers in bloom at the Highland Cemetery

Two dogwood trees were planted in the Locust Grove and three in the Highland Cemetery. Tulip beds were replaced with geraniums and summer plants in May, and all flower beds were cultivated and watered regularly. The drought during the latter part of the summer kept mowing to a minimum. Much time was spent scything wild growth and using the rotary mowers on all the lots. It is expected to experiment with a weed killer in 1954 to cut down on the wild growth.

in the Highland Cemetery and the Cowles Memorial Cemetery was raised and lowered each good working day by employees of this Department.

**EQUIPMENT:** One new power lawn mower was purchased to replace an old one, and a half-ton pick up truck was added to the Department.

**REVENUES:** Office records were kept up-to-date and all bills due the Town were committed to the Collector for collection. Perpetual care bills were made out and turned over to the Treasury-Trust Fund Committee. Revenues to the Cemetery Department for 1953 were as follows:

New Perpetual care funds....	\$1,450.00
Sale of lots & graves .....	245.00
Liners .....	130.20
Annual Care .....	610.50
Interments & removals .....	2,719.00
Foundations & setting posts....	665.41
Perpetual care revenues .....	2,417.30



# ELECTRIC DEPARTMENT

*Charles Mallard, Manager*

No. of Employees .....	18
1953 Expenditures:	
Construction .....	\$ 28,795.53
Operation .....	262,556.75
1953 Revenues:	
Cash Receipts .....	311,039.81

**GENERATING PLANT:** A total of 13,319,500 kilowatt hours were generated during 1953 which represents a 13.5 per cent increase over the total of 11,738,832 kilowatts generated in 1952. The peak demand was 3,125 kilowatts, representing an increase of 155 kilowatts over 1952. The Plant has a total capacity of 4,115 kilowatts so that the peak demand without doubt will increase to 3,350 or 3,400 kilowatts during 1954. The reserve capacity of 700 kilowatts thus left will not be enough to insure a constant supply of electricity to consumers. Additional capacity should be obtained not later than September or October of 1954.

Also, a thorough study should be made by qualified engineers to ascertain what policies should be followed regarding the future supply of electricity for the next ten years.

During the year all of the units at the Plant have been maintained and checked at regular intervals and complete records kept regarding the maintenance program. The inside walls were painted and the lighting system was renewed or repaired. The storage building was moved to a new location

at the rear of the yard, and plans were developed for a new cooling pond. This pond should be completed by spring of 1954, thereby conserving on the amount of cooling water now being used.

The operation of the Power Plan has been under the supervision of the new Plant Superintendent, Ralph W. Wetmore, who was given a month's training at the Fairbanks-Morse Factory in Beloit, Wisconsin.

**OUTSIDE DISTRIBUTIONS SYSTEM:** A fourth wire was added to three already in use from the Generating Plant to the Rowley Town line, supplying the Town of Rowley, and the voltage increased from 2400 to 4160. In addition, step regulators were installed to maintain proper voltage.

The No. 1 Circuit was equipped with a set of capacitors installed near the Sylvania Plant, and step regulators should be installed in the near future to care for load growth. On No. 2 Circuit a set of step regulators were installed at the entrance of Island Park to correct voltage fluctuations in the summer colony. It is proposed to in-



Generating Plant on the Rowley Road

crease the voltage on No. 3 Circuit from 2400 to 4160 in 1954.

No changes were made on the No. 4 Circuit, but the third phase wire should be installed as soon as possible. It may be possible to do this by changing the present series type of street lighting to the parallel type of lighting to eliminate one of the present street light wires which could then be used for the third phase wire.

**STREET LIGHTING:** The improved type of Mercury-vapor lighting fixtures were installed on North Main Street from Market Square to High and East Streets as the

second step of the overall street lighting improvement program. It is planned that the third phase be carried out in 1954 as modern lighting of the streets are not only a safety factor, but also good advertising for the Town.

**FINANCE:** Total sales of electricity increased from \$285,982.00 in 1952 to \$320,-688.20 in 1953.

Much of the financial operations were transferred to the Central Finance Office in the Town Hall during 1953, and electric bills are still being prepared on post cards on an automatic bookkeeping machine.

## WATER DEPARTMENT

*Ralph Preble, Manager*

There is an old adage which states, "That which man altereth not for the better, Time altereth for the worse". The 1952 Water Department Report outlined a reorganization plan for the Department. This 1953 Report will show the progress which has been made toward the goals established.

**BUSINESS OPERATIONS:** Two important steps were instituted in the Water Department this year. The first of the year saw the new billing machine employed in the processing of water bills achieving considerable savings in time, effort, and money.

In order to achieve the necessary improvements to the system and keep pace with the increased cost of materials, the water rates were increased effective January 1 for the first time since 1920. The overall increase amounted to about 35 per cent and still leaves Ipswich with a low water rate in comparison to surrounding communities.

**WATER SUPPLY:** During 1953, 242,415,000 gallons was pumped as compared to 206,-728,700 gallons in 1952. This is double the amount of water that was pumped ten years ago, and triple the amount of water that was consumed in Ipswich twenty years ago.

Although no official request was made in

No. of Employees .....	6
1953 Expenditures:	
Construction .....	\$ 2,141.82
Operations .....	52,745.08
1953 Revenues:	
Cash Receipts .....	74,791 51

the restriction of water usage during the August and September drought, the supply was critically low.

In the late fall Consulting Engineers were contacted regarding the investigation of additional ground water supply, and at the same time, the Office of Soil Conservation was contacted to give the Town assistance in the study of a possible additional surface water supply.

Also, plans for a new cooling pond for the Electric Generating Plant have been developed, and the pond is now under construction. This new pond should save approximately 10 per cent of prior water consumption.

The problem of developing an additional water supply is a critical one. Of the present four sources, the major source, the Browns Well, is becoming increasingly hard, and if this trend continues, will soon be unfit for consumption. The Mile Lane Well is of good quality but has a capacity of only two to three hundred gallons per minute. The Dow Brook Reservoir is of fair quality and has a capacity of sixty-five million gallons, but the water shed area draining into this reservoir is such that it does not refill quickly once it has been emptied. The Bull Brook



Reservoir has water of such quality that it is below minimum standards.

**DISTRIBUTION SYSTEM:** Much of the distribution system of the Ipswich Water Department was installed over fifty years ago, and many of the main lines are becoming weakened. The Town should expect that some time within the next ten years a major replacement project must take place on several of the main lines.

During 1953 two bad breaks occurred, one on the 12 inch main line on High Street at the height of the drought season. Also, an 8 inch main was broken on Argilla Road during the reconstruction project there, and four minor leaks occurred in various parts of the system.

Four services were completely replaced, eight partially replaced, six were repaired without tubing, and nine required miscellaneous minor repairs during the year. In addition six services were disturbed or damaged during drainage construction.

**EXTENSIONS:** During 1953, 3,239 feet of 6 inch main, and 1,014 feet of 4 inch main was installed replacing 4,253 feet of small diameter galvanized piping. An additional 2,696 feet of main was installed to satisfy residential building demands.

One summer service was installed, fifty-seven summer services were replaced with



New Back Hoe Digs Water Trench

buried tubing, and forty-eight new services were added.

**METERING PROGRAM:** During the year thirty-one new meters were added, seventy-six inoperative meters were replaced, and thirty-five meters were exchanged.

**MISCELLANEOUS:** A new Utility Truck was added to the Departments transportation equipment, and a complete set of tools were purchased. Three hydrants were discontinued, and two hydrants were replaced. The goal for 1954 is the replacement of ten hydrants.

## LIST OF JURORS

**These are the citizens who are eligible to be drawn for jury duty  
during 1954**

Guy W. Bragdon	Newmarch Street	Carpenter
William Carstones	Lafayette Road	Manager
Hallett D. Pickard	High Street	Retired
John W. Hubbard	Woods Lane	Retired
Althes R. Mathews	71 High Street	Housewife
Wendell L. Hill	17 Turkey Shore Road	Clerk
Daniel B. Lunt	3 Payne Street	Merchandise Man
Frank Oliver	1 Woods Lane	Stone Cutter
George W. Ford	Labor-In-Vain Road	Telephone
Albert R. Hammersley	8 Liberty Street	Bank Clerk
Moses J. Harris	21 North Main Street	Salesman
Jerome Richardson	County Road	Wool Broker
Joseph T. Chase	18 Linebrook Road	Retired
Harry F. Cole	7 Woods Lane	Salesman
Julius C. Peterson	Old England Road	Retired
Mary M. Sullivan	74 County Road	Housewife
Ann K. Ross	16 Green Street	Clerk
Albert C. Burrage	Heartbreak Road	Retired
Walter R. Bailey	Newmarch Street	United Shoe
Aphrodite Galanis	28 Mt. Pleasant Avenue	Secretary
Ann D. Jean	1 Elm Street	Clerk
Margaret U. Farley	53 East Street	At Home
Philip F. Ward	Eagle Hill	Salesman
Chester Wiles	9 Argilla Road	Sprayer
Chester F. Bowen	Town Farm Road	Tel. Operator
Joseph Whelan	Upper River Road	Sylvania
James R. Marsh	23 High Street	Salesman
Joseph E. Thomas	Linebrook Road	Superintendent
Barclay H. Warburton III	Jeffries Neck Road	Farmer
Jeannette D. Gunn	9 Liberty Street	Housewife
Ben P. P. Moseley	Spring Street	Broker
George J. Soffron	1 Pleasant Street	Merchant
Peter Speliotis	High Street	Clerk
John Wegzyn	35 Linebrook Road	Farmer
John P. Hills	73 Central Street	Sylvania
Richard B. Carman	Topsfield Road	Manager
Helen K. Lunt	3 Payne Street	Housewife
John Farquhar	7 Spring Street	Chauffeur
Claude L. Crossman	Linebrook Road	Retired
Rose A. Lezon	49 Brownville Avenue	Housewife
Arthur P. Marc Aurele	North Ridge Road	Merchant
Edward J. Marcovelle, Jr.	High Street	Manager
Elmer J. Barth	3 Turkey Shore Road	Accountant
Winthrop A. Jackson	52 High Street	Advertising
John H. Hill	17 Turkey Shore Road	Merchant
Stephen J. Prescott	Farley Avenue	Mechanic
Frank O'Malley	53 East Street	Retired
Theodore J. Ciolek	17 County Manor	Clerk
Gretchen Perkins	Manning Street	Housewife
Fred F. Chapman	16 Kimball Avenue	Merchant
Benjamin H. Davis	6 Linden Street	Salesman
Blanche Michon	9 Prescott	Clerk
Everett Morrill	North Main Street	Retired
Amy Goodhue	Labor-In-Vain Road	Housewife
Margaret Warburton	Jeffreys Neck Road	Housewife
Marion Titcomb	Ward Street	Housewife
Charles Bird, Jr.	Waldingfield Road	Farmer
Jane Bird	Waldingfield Road	Housewife
Robert Hills	High Street	Unemployed
Brainard Wallace	North Main Street	Retired
Kitty Robertson	Argilla Road	Editor
Helen Frame Peters	East Street	Reporter
Martha Brennan	East Street	Reporter
Clifford Comeau	Brown Square	Unemployed
Mary Sullivan	Lafayette Street	Sylvania
Stanley Eustace	High Street	Knitter
James Cunningham	Wayne Avenue	Knitter
George Riel	Summer Street	Knitter
Henry Hills	High Street	Registrar
Cathleen Brockelbank	North Main Street	Housewife
Catherine Comeau	North Ridge Street	Retired
Clarence Miller	East Street	Painter
Seward Tyler	Newmarch Street	Merchant
Carl Crafts	Turkey Shore Road	Retired
Wallace Cromar	Manning Street	Retired
Charles Rose	Jeffries Neck Road	Insurance
George Comeau	Lafayette Street	Mechanic
Ruth Chadbourne	East Street	Housewife
Joseph Carey	Central Street	Knitter
Manuel Alexoupolos	Mt. Pleasant Avenue	Shoe Worker
Klaas Van Twuyer	North Ridge Road	Gardener
Edna Callahan	High Street	Housewife
Harry Edwardson	Central Street	Retired



# SCHOOL COMMITTEE REPORT

1953

## SCHOOL COMMITTEE

	<i>Term Expires</i>
JOHN V. HUBBARD, JR. ....	1956
WILLIAM J. WALLACE .....	1956
HAROLD E. STAUNTON .....	1955
SEWARD S. TYLER .....	1955
EDWARD T. FOLEY .....	1954
RICHARD R. MANSFIELD .....	1954
C. LOUISE RICHARDSON .....	1954
C. LOUISE RICHARDSON, <i>Chairman</i>	

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### Meetings of the Committee:

Regular meetings of the School Committee are held on the first Thursday of each month at the office of the Superintendent at 7:30 p.m. at the Ipswich High School.

ROBERT F. SAVITT

*Superintendent of Schools*

ADELAIDE HODGKINS .....*Secretary*

OFFICE ..... Ipswich High School

OFFICE OPEN—School days from 8 to 4  
and by appointment

FRANK L. COLLINS, M.D.

*School Physician*

ELEONORE RICHARDSON, R.N.

*School Nurse*

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### Changes in Teaching Personnel:

The following persons terminated their employment since the last annual report was submitted:

John A. M. Dow, Jr., teacher of wood-working at the Ipswich High School, resigned June 30, 1953, to accept a teaching position in Marblehead.

Ruth A. Lord, teacher of Latin, Algebra and English at the Ipswich High School, retired from teaching June 30, 1953.

Mary E. Boylan, teacher of grade 1 at the Burley School, resigned on June 30, 1953.

Violet L. Hawkins, teacher of grade 4 at the Winthrop School, retired from teaching August 3, 1953.

G. Otis Mudge, 8th grade teacher and faculty manager in the Ipswich High School, resigned June 30, 1953, to accept a position as director of the Golden Rule Farm School in New Hampshire.

Barbara J. Waite, teacher of grade 1 at the Winthrop School, resigned on June 30, 1953.

Miriam R. Woolley, teacher of clothing at the Ipswich High School, retired from teaching on June 30, 1953.

Elected to the teaching staff were the following:

William DeStefano, A.B. in Economics and Mathematics, Dartmouth College, A.M. in Economics and Education, Calvin Coolidge College, was elected and assigned to grade 8 in the Ipswich High School.

Walter C. White, B.E. in Industrial Arts, Keene Teachers College, was elected and assigned to woodworking in the Ipswich High School.

Robert W. Burke, returned from military service in September, was assigned to grade 8 and as coach of basketball and baseball in the Ipswich High School.

Ralph D. Butler, B.S. in Education, Salem Teachers College, was elected and assigned to grade 5 in the Winthrop School.

Margaret I. Doucet, A.B. in Liberal Arts, University of Maine, Ed.M., Boston University, was elected and assigned to grade 1 at the Winthrop School.

Mary E. Fitzgerald, A.B. in Education, Drama and English, Tufts College, was elected and assigned to grade 2 at the Shatswell School.

Elizabeth C. Harrington, B.S. in Education, Fitchburg Teachers College, was elected and assigned to grade 1 at the Shatswell School.

Mary L. Kilfoyle, A.B. in English and Education, Regis College, was elected and assigned to grade 2 at the Burley School.

Frank J. O'Malley, Jr., returned from military service in October, was assigned to grade 5 at the Burley School.

Gloria A. White, B.E. in Home Economics and Science, Keene Teachers College, was elected and assigned to clothing in the Ipswich High School.

### Other Personnel Changes:

Ralph C. Whipple, principal of the Ipswich High School, retired June 30, 1953.

Wilbur F. Stanton, B.S. in Business Administration and Education, Fordham University, Ed.M. in Secondary Administration and Guidance, Boston University, was

elected principal of the Ipswich High School August 1, 1953.

James W. McKenna, A.B. in English, Boston College, graduate work in Guidance, Boston University, was elected and assigned as guidance director in August, 1953.

Mary E. Spurling was elected in March as secretary to the High School principal, but resigned this position in July, 1953.

Margaret G. Graves was elected in August as secretary to the High School principal.

## STATEMENT OF THE SCHOOL COMMITTEE

*To the Citizens of Ipswich:*

The increasing interest of the townspeople in their school system has been a source of great pleasure and gratification not only to the School Committee but to the personnel and administration of your schools. It is only with the full cooperation of the citizenry that your schools can fulfill their obligation to the youth of today in recognizing the need of individual analysis of each child as he goes through his 12 years of public education. To follow this policy, many more changes in the curriculum have been effected in the last year to gear the system to the needs of the child instead of the traditional method of making the child fit the curriculum. Objectives have included a recognition of the gifted child and his need for an expanded program; the average child and his abilities to be treated as such; the slower student and expecting him to work up to his capacity but not beyond. This is sometimes difficult to accomplish in overcrowded rooms but certainly our teachers are meeting the challenge with definite success.

The School Committee has regretted the necessity of housing even younger students (7th grade, Shatswell) in the High School. With the limited building plans, the unavoidable move of placing students on double sessions in September 1954 will be extended over a period of time until some facilities are made available.

The School Committee is charged with two important duties: to provide the best

education possible and to do so within the ability of the town to pay. The rise in the school budget—of interest and concern to all taxpayers—has been inevitable with the evergrowing school enrollment but despite this factor and including the increased services available in our schools, the per pupil cost is still way below average in expenditure for towns our size in Massachusetts.

The School Committee and the citizens owe a debt of gratitude for the untiring effort put into the school housing problem of Ipswich by the School Building Committee and the Alternate Building Committee. Also we would extend a word of appreciation to the several citizen committees who have participated with the staff in various studies aimed at improving our system.

To our administrators, staff, secretaries and custodians, we acknowledge with sincere thanks the services rendered the youth of Ipswich by giving unselfishly of their time.

Respectfully submitted,

Ipswich School Committee

C. Louise Richardson, Chairman  
Edward T. Foley  
Richard R. Mansfield  
John V. Hubbard, Jr.  
William J. Wallace  
Seward S. Tyler  
Harold E. Staunton

January 18, 1954



# REPORT OF THE SUPERINTENDENT OF SCHOOLS

*To the School Committee and the Town of Ipswich:*

In conformity with the by-laws of the School Committee, I present the annual report of the schools for the fiscal year 1953, continuing the form of report started last year. Included are excerpts of reports by administrative and supervisory personnel. These reports have been included to give more detailed descriptions of the activities in our school system during the past year.

## A LOOK BACKWARD

In last year's report, six major needs of the Ipswich school system were listed, and there follows a report of progress on what has been accomplished in each of these areas.

### 1. The Need to Provide More Adequate School Housing

The special Town Meeting in January, 1954, did not see fit to approve plans for a new 4-year high school which were proposed to solve the school housing problem in Ipswich. However, repairs and renovations to the Winthrop School were passed. This leaves Ipswich in a position where no concrete plans are afoot to provide housing for about 600 more pupils anticipated by 1963. The solving of this problem must take precedence over any other by the school staff and by members of the community. In the years immediately ahead, the Ipswich teaching staff is faced with the challenge of providing a proper education for pupils who will be in overcrowded classrooms and on half-day sessions. The staff's past service indicates that they will do everything possible to meet this great challenge. The power of solving the school housing problem lies entirely in the hands of the voters, and the problem gets more serious each passing day.

### 2. The Need to Attract Promising New Teachers and to Retain Proven Teachers

This past year, the new teachers brought to Ipswich have proven their merit and have provided outstanding teaching service to the children under their direction. Several of our proven teachers, thanks to an improved salary schedule, have refused to accept opportunities for professional advancement in other communities. However, the problem of keeping our schools well staffed will become increasingly difficult if we have nothing to promise our teachers except oversized classes and inadequate teaching facilities.

### 3. The Need for Improving Instruction Through Professional Committee Study

Principals and supervisors in their reports have described professional study work of teachers in detail. Suffice to say here that the teachers should be commended for their efforts in putting in long hours of study on their own time to improve instruction in such areas as handwriting, provision for individual differences, and curriculum revision and reorganization. Professional studies of this type aid teachers in meeting the individual needs of pupils.

### 4. The Need to Reorganize the Supervisory Set-Up in the School System

During the past year, the art and music supervisors have become more than traveling teachers. They now act as resource professionals for the teachers, utilizing their time in classrooms where they are most needed rather than visiting each classroom on a regular schedule. A more extensive program of teacher-administrator supervision has been initiated with numerous individual conferences held at which time plans are cooperatively developed for improving instruction.

## 5. The Need to Stimulate Citizen Interest and Support for the Public Schools

Encouraging developments in this line have been the work of several citizen committees that have studied school problems. It still is not possible for us to get as many people interested in the schools as we would like, and again an invitation is extended to parents and citizens to visit the schools at any time to become acquainted with what is being attempted. One real sign of parent interest has been the response to the individual conferences arranged by the guidance director and teachers with a very high percentage of parents coming to school to discuss the individual problems of their children.

## 6. The Need for Expanded Services for our Teen-Age Pupils

This is one area in which great strides have been made during the past year. The expanded activity program and recreation room at the High School have done much to provide worthwhile outlets for the energy of our teen-age people. Our aim continues to be to make the pupils in this age bracket more self-reliant by bringing these youngsters more and more into the planning of the activities in which they are involved.

## Summary of Needs Met During the Past Year

Many of the needs listed in last year's report have been wholly or partially met. Those that have been most successfully attained involve teachers and pupils. Needs involving community members, such as providing more adequate school housing, remain unaccomplished, thus indicating that new approaches should be made to interpret the school needs to the general public and to gain community-wide support for the schools.

## A LOOK AHEAD

### 1. The Staff and the Future

#### A. ATTEMPT TO MEET THE CHALLENGE OF OVERCROWDED AND INADEQUATE

**FACILITIES:** This will be the primary responsibility, the first objective of teachers and administrators in the months ahead. The whole philosophy of the Ipswich school system centers around meeting the individual needs of the children, and the combined efforts of administrators and teachers must be exerted to the utmost so that this philosophy can hold true even in spite of the large number of pupils in each grade. Ingenuity must be employed not only in teaching procedures, but also in utilizing every available bit of space within the school buildings for instructional purposes. With no new school building as an immediate prospect, the Ipswich school staff must "make do" with what is available.

**B. EXPANDED PROFESSIONAL COMMITTEE ACTIVITY.** The work in coordinating and reorganizing the curriculum in the various elementary schools will be continued with science and arithmetic receiving the attention that social studies, handwriting, music and art have had in the past year with the hope that, by the end of 1955, the entire elementary curriculum will be coordinated. On the high school level, the need for curriculum reorganization is apparent. We must assume that a revitalized and expanded high school curriculum is a "must" whether or not we house it in a new school building. Our program, as it presently stands, is not designed to meet the educational needs of all of our pupils. Study of the curriculum will be continued in the high school this year so that, when more adequate facilities are available, the new program can start without delay. It is hoped that this program of curriculum reorganization will involve a citizen educational advisory committee to work cooperatively with the staff on this vital matter.

**C. COOPERATIVE ACTIVITIES OF THE STAFF WITH THE HOME AND THE COMMUNITY.** Parent-Teacher Association activities should continue with many of these meetings used to interpret the work the schools are attempting to accomplish. Individual parent-teacher conferences are the basis for any program of mutual understanding of home and school problems, and the staff will continue to carry on such projects.



## 2. The Schools and the Community in the Future

During the past few years, various educational leaders and members of several committees have persistently attempted to bring to the attention of the community the need of new school housing. They have been persistent because they have been aware of the serious problem that we are now facing and the more serious obstacles to good education that lie immediately ahead. Those who are most responsible have felt that they must take every opportunity to make others in the community as aware of this problem as they were.

Almost everyone is now aware of the school housing problem, and most realize that something must be done and done quickly. There remains some difference of opinion as to how this problem can best be solved, with a great many believing that a new high school is the solution to the problem. But even here one major area of disagreement exists, and that is how much the Town can afford for new school building construction when it is faced with the possible expenditure of large sums of money for other capital construction items. Until these difficulties can be ironed out, a favorable vote for new school construction at subsequent Town Meetings seems unlikely.

This problem of providing necessary new school housing should concern not only those involved in the schools, but every citizen in the community in the year ahead. While realizing there are limits to what the Town can afford, it is hoped that whatever is finally provided will include facilities that will accommodate a well-rounded school program in terms of desirable educational standards and will not merely put a roof over the heads of the pupils.

### A Message From The Superintendent

Ipswich stands at the educational crossroads beset with problems common to all school systems like curriculum reorganization and adapting instruction to individual needs. We have some specific problems of our own like the need for new school housing and for meeting rising educational costs due to the increased number of pupils at-

tending our schools. The extent to which the community will aid in the solution of these problems in the months ahead will determine the educational welfare of our younger generation for decades in the future.

All citizens of Ipswich share ownership in the public schools and have a right to feel proud of the schools' accomplishments and to feel concerned for their shortcomings.

I have confidence that the citizens of Ipswich, as they have in the past, will continue to provide the necessary financial support necessitated by increased enrollment, resulting in a rising school budget and the need for new housing.

I wish to close this report by expressing sincere thanks to the townspeople for their increasing concern regarding our problems, to the elected officials for their cooperation, to the school staff for their professional support, to the children of Ipswich for their continuous inspiration, and to the School Committee for their sincere and devoted service.

Respectfully submitted,

Robert F. Savitt,  
Superintendent of Schools.

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## REPORT OF THE HIGH SCHOOL PRINCIPAL

*To the Superintendent, to the School Committee and the Town of Ipswich:*

I submit my first Annual Report in two parts. The first section, Looking Backward, will only cover the past few months I have been here. The other, Looking Forward, will present a brief summary of what we hope to accomplish the rest of the calendar year.

### A LOOK BACKWARD

Although only four months have elapsed, real strides have been made towards developing a more dynamic education in the High School of Ipswich.

As a means of insuring a growing sense of responsibility among the students, several

projects were suggested. By excellent cooperation of students and faculty they were brought to a successful completion.

Chief among these are the following:

1. Institution of a Recreation Room.
2. Development of student operated concessions.
3. An advisory board of Home Room Representatives to serve as an interim body for student participation.
4. Faculty-student planned Variety Show.
5. Student planned assemblies.

A growing sense of pupil individuality and awareness of pupil problems on the part of the staff was evidenced by the following:

1. Individualizing instruction to an increasing degree.
2. Suggestions for modernizing the curriculum.
3. Use of field trips for first hand information.
4. Introduction of new mathematics course—Everyday Mathematics.
5. Extended use of audio-visual aids in teaching.
6. Development of a supplementary report to keep parents informed when a student encounters scholastic difficulties or is not working to capacity.

## A LOOK AHEAD

Any program of education, to merit its continuation, must ever go ahead and not rest on whatever laurels it may have earned. Many things are planned for the future. There is a real need for the following if we are to establish a firm foundation on which our education system is to prosper:

1. Development of a Student Council.
2. More efficient operation of our Recreation Room through a Recreation Council.
3. Development of a real Intramural activities program.
4. Curriculum surveys with an eye to greater utilization of subject matter.
5. Greater use of the physical facilities of the school.
6. Development of a Study Habits program.
7. More adequate reporting system to inform parents of educational success of students.

8. Initiation of Parent Bulletins on School happenings.

9. Development of Parent-School meetings.

If we are successful in the objectives for which we are striving, it will be because of the excellent cooperation which has prevailed thus far this year.

This report would be lacking if it failed to indicate one of the most important factors in the development of a school-conscious community. An ever growing segment of our community is becoming aware of the important place of the High School in a town of this size through the continually extended use of its facilities for public information meetings, hobby groups, recreation and physical fitness classes, as well as meetings of various organizations. This increased utilization only points up one of the more obvious ways in which such a building may serve.

May I take this opportunity to express my appreciation to Supt. Savitt for providing the assistance and freedom of action necessary to the existing program. Without a completely cooperative and untiring staff as well as such a fine group of students, what successes that have been enjoyed could not have been approximated.

The alert and efficient manner in which our school committee has dealt with the many demands on their time has provided a leadership which has been extremely stimulating to the entire system.

My sincere thanks to those lay members of our community for their expressions of confidence as well as their moral backing which has meant so much—so many times.

Respectfully submitted

Wilbur F. Stanton  
Principal, High School





Student planned recreation room—before



Student planned recreation room—after



# REPORT OF THE BURLEY AND SHATSWELL SCHOOL PRINCIPAL

*To the Superintendent, the School Committee, and the Town of Ipswich:*

As principal of the Burley and Shatswell Schools, I herewith submit a report of progress in the Elementary Schools under my direction.

## Curriculum Development

A LOOK BACKWARD — During the past year we have continued our endeavors to bring the curriculum for all buildings closer together. After a series of meetings on "Individual Differences", our Primary teachers were able to fit the patterns developed to their own situations. The Handwriting Committee made its report to the School Committee and the program was adopted whereby manuscript writing would be continued through the 3rd grade with certain provisions made for the future. Information on Social Studies after a years study was resolved into a report to the School Committee that was adopted to go into effect in September 1954. The Principal at his monthly meetings encouraged the development of a common pattern of thinking in regard to Recess Program, Spelling through the Grades, common practices in school routine matters, Stamp Program and others.

A LOOK AHEAD — During the first part of 1954, the individual classroom teacher will be constantly concerned with experimental units in Social Studies, endeavoring to find the best approach to topical units included in the overview pattern as planned for the new school year.

The handwriting committee has before them the task of preparing a course of study in manuscript writing for the fourth grade.

There should be an inservice study started in two areas, Arithmetic, and Science. The Arithmetic study should come up with a general list of grade objectives that would help the teacher in planning the years work, taking into consideration the individual child's capacity to learn and past achieve-

ments in this area. The Science study should be concerned with the development of science experiments for all grades. This would mean that from the first grade on through the High School our children would have an opportunity to see, to work with their hands, plus read about science.

We need to go further than we have in remedial reading. The facts are before us, the teachers recognize and for the most part are doing all that can be done on an individual basis. What we need is someone on a full time basis to bring these children along at their own rate.

## Home and School Relations

A LOOK BACKWARD — To know more about the child's needs, the teachers have been concerned with seeking part of this information from the Home. Parents have been invited to sit with the teacher or principal and to just talk about the child—his habits, his likes and dislikes, his achievements in school, his health, his social relationship with others. This program has met with approval from both parents and teachers.

After several meetings of parents, teachers and Administration, a report was sent to the School Committee on A Single session Day for Elementary School in Ipswich. This was adopted by the School Committee for the school year now in progress.

The principal has endeavored throughout the year to place before the parents certain problems that all should be concerned with. These have been in the form of notices, news letters, or individual conferences. Reports on activities for newspaper publication have been encouraged.

The Associations in both schools have had a successful year. The Joint Meeting held during Education Week was attended by a large number of parents.

A LOOK AHEAD—The schools should continue to place before the public its program. There are still many parents who for one reason or another do not become active participants with their children in school affairs. It is our job to strive to correct this.

There should be an evaluation of the Single Session Plan before the year is over, either by the same committee or by a new committee.



## Building Conditions

A LOOK BACKWARD — During the year many things were accomplished to make our schools more useful, safer, more lasting.

The Shatswell front yard was redone from a Safety approach. A basement room was redecorated for use as a music room. The floors were worked on during the summer.

At the Burley School, the school yard was given a liquid oil treatment after being graded. This now makes an ideal play area. The lunch room was completely redecorated and refinished. The floors in this building were refinished also.

A LOOK AHEAD—There are still many problems to be concerned with, in making our buildings usable for the years ahead. We look ahead to brighter classrooms with movable furniture and storage area, and a working area, with corner libraries.

At the Burley School the children, teachers and parents are looking ahead to a Hot Lunch Program within the School next year. Being the only school unable to serve or make available hot lunches has made our

single session year somewhat different than the others. A preliminary survey indicated that a very high percentage of our students would avail themselves to this program. The Burley School Family (Children, Teachers, Parents) hope that the Townspeople will make this possible soon.

As Principal, I could go on and list the Values of the Stamp Program conducted in both schools, the After-School Activities Program for both boys and girls, or the Music Program where the instrumental program is beginning to demand so much of the Supervisors time, or the Art Program. Perhaps it is sufficient to say that the schools are humming, the children are interested in what is taking place, and the teaching staff as always are constantly on the lookout for ways to make the learning situations more meaningful, more interesting, more lasting. We appreciate the endeavors of all that have made this possible and we look forward to their continuous and growing support.

Respectfully submitted,

Bertram H. Bennett, Principal  
Burley - Shatswell School



Objective of the Teacher-Supervisor Program is improvement of the learning situation by cooperative planning



# REPORT OF THE WINTHROP SCHOOL PRINCIPAL

*To the Superintendent of Schools, to the School Committee, and the Town of Ipswich:*

## A LOOK BACKWARD

Following is a brief report of past activities in the Winthrop School during the years of late 1952 and 1953 and the mention of possible achievements to be anticipated in the educational field during the present school year.

As has been the case in the last few years a large enrollment, two hundred and eighty-seven pupils to be exact, was a problem to house. This necessitated using the music room for a classroom and deprived the school faculty of any space for extra activities in the area of art, music, and dramatics. Simple demonstrations in these particular fields have been carried on quite successfully in the individual classrooms but we were unable to present our beautiful Christmas pageant due to lack of facilities. The school chorus, of which we are justly proud, did have an opportunity to take part in the Musical Program presented during the Christmas Holidays.

Several teachers have been and still are, enrolled in courses for advanced degrees. All teachers have been actively engaged in committee work to solve the school problems which have arisen, and are likely to continue to arise in the future.

We are still endeavoring to improve individual reading, and with thanks to the conscientious and patient help of Mrs. Packard, our Reading instructor, feel that we have arrived at a minimum degree of success. May I suggest that a greater amount of Mrs. Packard's time would be decidedly beneficial to both teachers and pupils. We are, however, grateful for the help which we do receive.

This year we have been able to equip one entire room with movable furniture, and complete two and one-half rooms making a

total of three and one-half rooms so far modernized. It is hoped that a fourth room will receive attention during the latter part of this year.

Although very few repairs were made in the Winthrop School during the summer vacation it would be very remiss for me not to at this time, mention the great amount of *face lifting* that was given to the entire building by our custodian, Mr. Harold Bowen. Many hours were spent by him in redecorating rooms and corridors with pastel shade paints, thus giving the building a very bright and attractive appearance. For his efforts and accomplishments, the school personnel is most grateful. It might also be added here that no task is too small or too great for Mr. Bowen to attempt, and to usually succeed in accomplishing.

Due to the one session schedule, the little lunch room has been crowded to capacity, and perhaps a little beyond. Regardless of crowded conditions, the children have been fed and, with the exception of the first few days, well adjusted as to time and space. The lunch room assistants have been very cooperative under somewhat primitive facilities, but everyone seems quite happy, which is the goal of the Hot Lunch Program.

Field trips have been enjoyed by many of the classes including inspection of the Fire Station, Public Library, points of historical interest in the Town, and having the privilege of seeing the interior of one of the old houses.

The Public Library, and the cooperation given to our school by Miss Mitchell, deserves special mention. How much the children enjoy the stories which she tells and appreciate her kindly assistance with their reference work!

The "Boys Library Club", in which the Winthrop seventh grade boys have had a part, has proven most inspiring to them. We hope the interesting and instructive meetings will continue.

Parent-Teacher Meetings have been held at intervals with a fairly good attendance. It is the hope of those in charge that the programs will be of sufficient interest to attract many more parents. It is through



this medium that a better parent-teacher-child understanding can be brought into being.

For the progress made educationally in the past, and determination for the best that the situation will allow in the future, I thank my co-workers for their help and understanding. Their resourcefulness is on a very high plane and without it we could not have a successful and harmonious unit.

We have gained much help in working with the new guidance director Mr. McKenna. His aims toward assisting the younger groups of pupils have been explained and many youngsters have been given aid through conferences and tests. It is apparent that his interest in establishing a new system of reporting progress of a child to the parents, case studying to a better understanding of the child's difficulties, and working with parents and teachers toward a solution of these difficulties constitutes a great educational challenge for all of us in the future.

As one of our most important school slogans is safety, we sincerely appreciate the aid that has always been, and still is being given to us, in this particular field, by the

members of the Ipswich Fire Department. In fair weather, or foul, a fireman watches over the pupils safety as they are dismissed from their classes to cross dangerous thoroughfares on the way home, or in a similar vein to come to their classes.

The kindness and efficiency of our school nurse and doctor who are always ready to give aid in any emergency must not be forgotten. We appreciate their constant help. To our special instructors in Art and Music who give so much of their time and effort to make our courses instructive and enjoyable, our thanks, for only by working as one complete unit can we anticipate accomplishment.

Last, but most certainly not least, to the members of the School Committee and our Superintendent, Mr. Savitt, we extend our appreciation for the many opportunities afforded us in the area of educational advancement. We hope that in all instances, we have measured up to the faith which you have placed in us as educators of the youth of Ipswich.

Respectfully submitted

Lena J. Atherley,  
Principal



Providing for individual differences. A variety of activities geared to the interest and needs of the individual pupils



## REPORT OF THE GUIDANCE DIRECTOR

*To the Superintendent of Schools, the  
School Committee, and the Town of  
Ipswich:*

Guidance may be defined as helping the student help himself.

The purpose of Guidance is to present to the students all information and facts available concerning the students' abilities and weaknesses. The purpose of Guidance is to present to the student the requirements and opportunities in his chosen field and how to enter the field and advance in it. The purpose of Guidance is to present to the student all the necessary procedures to help the student to see himself in the correct light in relationship to his environment; thus helping him to adjust to all people and things in his present and possible future environment. Another facet of the purpose is to cooperate with all persons and organizations which have an influence on the student to make his adjustment easier and his present and future life happier. Still another phase of the purpose is to prepare

the student to solve educational, social, occupational, moral, mental, and physical problems in his present life and possible future with cold hard facts and methods.

### A LOOK BACKWARD

The crux and focal point of a guidance program is the counseling and interviewing of the students and to date every senior has been interviewed at least twice, once by the Guidance Director and once by Mr. Kenny of the United States Employment Service, in cooperation with the Guidance Director. About one half of the rest of the students from the eighth grade up have been interviewed, and at this time I would like to say a little about the wonderful job Miss Frances Cogswell is doing with a portion of the girls. Miss Cogswell has interviewed more than fifty girls, and has also talked and helped girls as only a woman can, and will always be available to any girl for this purpose. Also important is the fact that an average of ten students per day have been coming voluntarily to the guidance office.

An interview is the main point at which help is given to students by making use



Guidance helps a student help himself in the field of job placement



of many different sources. Such sources are:

1. A file of occupational information covering almost every job available in the United States.
2. A library of college catalogues covering nearly every college, junior college, and prep school in New England and a scattering of catalogues from the major colleges throughout the country.
3. A file of trade schools, technical schools and apprenticeships throughout the East.
4. A source book on scholarships, fellowships, and loans for colleges and trade schools published by private agencies and the U. S. Government.
5. A source book giving the occupational outlook for all careers; plus their requirements and job specifications published yearly by the U. S. Government.
6. Directories of approved correspondence schools, trade schools, nursing schools, junior colleges, prep schools, and extension courses.
7. Directory of Adult Educational opportunities in and around Boston.
8. The dictionary of Occupational Titles, giving job descriptions of all jobs classified in the United States and how to get into these jobs.
9. Monthly reports on the employment outlook in all types of work for all the areas in Massachusetts.

Another important phase of guidance and knowing the student is becoming acquainted with the parents in order to give them information about their son or daughter's abilities and their possibilities; the opportunities open to them and how to take advantage of these opportunities. It is difficult to help a student when you have to work on only a part of the facts concerning him. In cases like these, one must be very cautious and sometimes to the detriment of the student. In many guidance programs this important phase has been omitted because it is too tedious.

To date approximately three-fourths of the parents of high school students and several parents of elementary school students have taken advantage of learning

more about their son or daughter and helping him or her. I would like to make this one hundred percent before school closes in June. I shall be available for conferences 8 a. m. to 5 p. m. every school day and 7-9 p.m. every evening Monday through Friday either at the parent's home or at school. Remember, *any person* is worth more than *any thing*.

Some of the ways that have been used to acquaint students with the facts about occupations are:

1. There is a speaker at least once a week speaking about a different career at the high school. This talk is open to all interested students.
2. There have been a number of films shown to groups who would be interested in the topics discussed.
3. There is a bulletin board outside the guidance office on which is information on careers, schools, part-time jobs, and things of interest to students.
4. Interested students are taken on trips to colleges, trade schools, nursing schools and industry to acquaint them with first-hand information.

Practically all students in the first, fourth, and seventh grades have been given an intelligence test and almost all students in every grade from the first to the seventh have been given achievement tests. Some students in the elementary school and the high school have been given individual intelligence tests. The junior class in the high school had a battery of tests administered by the Boston University Testing Service. These tests included an intelligence test, a reading achievement test, a reasoning ability test and an interest test. The results of these tests are now in the process of being interpreted to the students.

The seniors received a battery of tests administered by the United States Employment Bureau in Newburyport. This battery consisted of an intelligence test broken down into the verbal, numerical, and spacial factors, a clerical test, a finger dexterity test and a manual dexterity test, hand and eye coordination test plus an interest test.

The results of these tests have all been individually interpreted to the seniors. The U.S.E.S. in Newburyport has also invited all students who would like a permanent job after graduation to see them and they will help them in every way. This invitation also extends to those wishing a part-time job for the purpose of earning money for college or any further training beyond high school.

Classes for eighth graders have been held when the occasion arose on different social topics; especially the topic, how to study.

A placement service has been inaugurated for the purpose of placing boys and girls of high school age in part-time jobs during the school year and during the summer. It would be of advantage to employers and anyone seeking a good person to work for them to call the Guidance Director who has this information on file concerning high school students. Several students have been placed in jobs since the beginning of school.

As a result of a survey of the high school student body, several clubs have been organized. Through the efforts of the Guidance Dept., and Mr. Hayes a photography club was started. Mrs. White with the assistance of Miss Whitney and Miss

Cogswell organized the personality club with the help of the guidance department. These clubs meet after school hours and the faculty moderators of these clubs have been doing an outstanding job.

The Rowley school system and St. Stanislaus School have been visited for the purpose of gathering information about their former students which will help these students adjust more easily in their new school situations.

Forms asking for background information on students new to our system have been sent to their former school in another attempt to make their adjustment less painful.

At the beginning of this year all the new eighth grade students were given a diagram of the high school building and then taken on a tour of the building to better acquaint them with their new home and make their adjustment quick and easy.

Many students who have graduated or left our school system have come to the guidance office for information and facts to help them succeed and adjust in their careers. All students past and present and any resident of Ipswich is welcome to any facts or information that may be had in the guidance office.



High School Student Council learning Democracy by living it



## A LOOK AHEAD

Looking ahead into the future and remembering that all the things that happened in the past will be continuing, these are some of the guidance plans. Beginning in January discussions with fairly small groups of students will be held to acquaint all seniors and ninth graders with different occupations, how to evaluate a job in relation to himself, how to look and apply for a job, conduct oneself in an interview, fill in forms and advance on the job.

Similar discussions will be started in March for all students preparing them for choosing their courses. This will also extend into the seventh grade, Rowley school, and St. Stanislaus school. Then each student will fill out a program of studies for the rest of his high school career with the help of his parents. Next they will be checked by the homeroom teachers for errors, omissions, or discrepancies and referred to the guidance director with special notations.

Miss Cogswell and I will study them very carefully and where there are any discrepancies according to one's career choice and abilities, we will schedule conferences to study it more fully. Parents, together with the child should have all the facts and think over choices very carefully from all angles; health, ability, money, personality and others. The final step will be for the principal to check each program and give his approval.

A follow-up study of all graduates of the past ten years and all who have left school without graduating in the last ten years will be underway in January. The results of this study will help us to evaluate the present high school program and to keep our program up-to-date with the rapidly changing world. A follow-up study of those who have graduated one, three, and five years from high school, or left school to go to work, will be repeated each year in the future. This will keep our school always abreast of the times.

In relation to testing next year the schedule calls for the same tests, but given in different grades in the high school. In-

telligence tests for grades 10 and 12. Interest tests for grades 9 and 12. Mechanical and clerical ability tests for grades 8 and 12; plus English achievement tests in grades 8 through 12, and mathematics achievement tests in grades 8 and 9.

A Career Day for parents will be held sometime in March to acquaint parents with career opportunities and training open to their children and the correct procedures and approaches to these careers.

In April, the juniors will write a personal invitation to all incoming eighth or ninth graders inviting them to come to a high school event.

In May all incoming students will be invited to a special assembly, hear about everything that is offered in the high school and take a tour of the building.

In June all students will go through an abbreviated day's schedule corresponding with their first day in the next year. This also includes those students to be first graders in September.

The success of the guidance program to date has been due to the splendid support of parents, pupils and staff members, and this support has been greatly appreciated.

Respectfully submitted,

James McKenna,  
Guidance Director

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## REPORT OF THE MUSIC SUPERVISOR

*To the Superintendent of Schools, the School Committee, and the Town of Ipswich:*

## A LOOK BACKWARD

In the Ipswich School System during the past three years, the music program as a "whole" has been undergoing a period of reconstruction. Gradually, we have been working to set up throughout the schools a standardized music program evolved from the interests, needs, and capacities of the pupils it will be designed to serve. During



the past year, we have seen the effective results of some of these changes, and we are most pleased to pass them on to you, the reader.

The instrumental program has been organized and developed so that it may now be classified as a positive factor in our overall music program. At the present time, we have approximately one-hundred and fifty children studying instruments, and these are divided into three groups: advanced, intermediate, and the beginning classes. The band or advanced pupils performed readily and successfully at each of the "home" football games in addition to the one "away" game at which they were called upon to play. The intermediate and advanced instrumentalists gave a creditable and highly satisfactory performance at our Music Festival in May, 1953. During Education Week, a group of sixty-eight instrumentalists beginning with Grade V, performed enthusiastically and successfully at

a joint meeting of the Parent-Teachers of our three elementary schools. Of course, lack of building space carries problems, and the instrumental program is no exception. I believe, the two major problems at the present time can be summed up as follows: insufficient space and facilities for rehearsals, and the urgent need of securing uniforms for the band.

Through their delightful performance in the Music Festival, the younger children in Grades I, II and III, again proved the meaningful value which the rhythm band and the flutophone add to the success and enjoyment of their musical experiences. The musical activities of these primary grades were so correlated that the children in the first and second grades were not only able to supply the rhythm for the flutophones; but in return, the instrumental accompaniment for the songs of Grades I and II was supplied by the third graders on their flutophones.



Renovated basement room provides space for music activities



It is our policy to offer the instrumental rental program to any pupil from Grade IV through Grade VII, and as in the previous year, the response to this program in 1953 was most satisfactory. We were also able to provide albums as a supplement to the music books in Grades IV and V, and they were used to implement the entire music program in these grades. These records are designed for far more than just appreciative listening. The children may learn the song from the record, sing along as it plays, dance to the music or play singing games, or supplement the instrumental features of the record with an accompaniment played on their own instruments.

The sixth and seventh grades in the three elementary schools combined to give a creditable and successful vocal performance in the Music Festival. This is a noteworthy factor, because these young people, due to the lack of proper facilities and insufficient housing, were handicapped in their music classes throughout the year.

We provide a general music course for the pupils in Grade VIII. This consists of vocal, instrumental, and such appreciation as it is possible to furnish under the present crowded conditions in the High School.

Music is optional in the High School. We offer instrumental instruction, Girls' Glee Club for freshmen and sophomores, Girls' Choir for juniors and seniors, and Boys' Glee Club for all boys in High School. During the past year, we did not have a Girls' Choir, and this was due to the fact that the period for this activity was scheduled after school hours. This was remedied at the beginning of the school year, and we now have about forty participants in the Girls' Choir.

### A LOOK AHEAD

The vocal program is the core of any sound educational plan of music in the public schools. In Ipswich we have a fundamentally sound vocal program in the elementary schools, but it is disorganized in many of its objectives. During the coming year, we hope to thoroughly reorganize the vocal program in Grades I through VII and set up a standardized curriculum which will be uniform in its objectives throughout the

elementary schools. We are planning to purchase new singing books and albums for grades I, VI and VII to replace the obsolete books which these children are now using.

In the foreseeable future, we are anticipating a larger percentage of participants in the musical activities in the High School. Already, many of these young people have expressed a desire for more musical opportunities such as: an acappella choir, dance band, etc.; but we do not have the facilities for such further activities at the present time.

We hope to secure uniforms for the band in the very near future, so that we may field a marching band for the football games in the fall.

In closing I wish to thank the School Committee and the Superintendent for their cooperation and understanding during the past year; also the Principals, the Teaching Staff and the Children of Ipswich for their sincere efforts in behalf of the music department in 1953.

Respectfully submitted,

Raymond R. Hill,  
Music Supervisor

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## REPORT OF THE ART SUPERVISOR

*To the Superintendent of Schools, the School Committee, and the Town of Ipswich:*

### A LOOK BACKWARD

Our art program is eclectic in form, one wherein we have surveyed many and various methods of art instruction and then have chosen those we feel are best fitted for individual child growth, adapting them to our limitations in facilities and schedules.

The program stands on a broad foundation of three essential and basic art activities; acquisition of knowledge and experience in the use of pure art forms in the academic sense; correlation of art with other subject matter, particularly social studies; "free expression" forms with emphasis on their use in the lower grades.



Considerable time was spent this last summer in evaluating programs of other school systems, two of them from nearby cities. As far as methods and content are concerned little change is needed to have Ipswich in line with sound modern methods.

We are confronted with many problems, some of which are in the process of solution, others requiring solution in the near future. Among these are: completion of the process of shifting to a purely supervisory program in the grades; carrying out a projected plan of increasing the use of varied media in all grades; setting up a visual and audio-visual program in art; furnishing a better type of training for those electing art in High School as the basis for future careers; increasing the scope of correlation in the eighth grade and high school.

Our limiting factors are: over-crowded classrooms; lack of such facilities as sinks and storage areas; a shortened art period in the eighth grade due to scheduling difficulties; lack of sufficient basic supplies in each school to carry on the program (which requires the supervisor to transport supplies

continually from school to school); lack of wall space on which to do large work successfully without hindrance and interruptions.

During the past year your supervisor was reduced at times to a state of bewilderment by the rapidly growing demands upon teachers and supervisor alike, occasioned by the increasing enrollment, reduced space and lack of facilities as opposed to the need of expanding the art course to fit the needs of our pupils in better ways.

These difficulties were partly solved by re-scheduling the supervisor's time for visitations and instruction and by broadening the opportunities for the grade teachers to use the art program in correlation and free expression. The classroom teachers stepped into the breach brought about by conditions and have carried out our art objectives in a highly creditable manner and without apparent difficulty.

Lately this re-allotment of supervisory time was extended and with the loyal co-operation of the staff we are rapidly approaching the time when we may set up a



Art class opportunities limited in basement room



program to be wholly carried out by the teachers and directed by the supervisor. It is especially pleasing to note here that all of the teachers from time to time have initiated special activities in art and carried them out with marked success, the services of the supervisor being needed only in incidental ways.

The situation in the grades, then, seems to be well in hand and making sound progress. With regard to the eighth grade and the high school we cannot make the same claim, except in part.

The growth of the school population forced the removal of the high school and eighth grade art classes from Room 206 to the basement room in the Manual Arts Building at the east end. While this room has certain advantages it has serious disadvantages, the most serious being lack of space for classes of ordinary size. For that reason and also due to the growing complexities of scheduling the eighth grade art period had to be reduced from 80 minutes to 40 minutes per week. Effective work cannot be done in this room with classes over 18 in pupil numbers particularly when painting of any kind is undertaken.

### A LOOK AHEAD

It is a certainty that the coming year will see an even greater problem in carrying out a satisfactory art program in rooms too small to permit an adequate approach to modern art instruction. It is not taking a defeatist attitude to state that one can adapt, revise, change and revamp methods and content only to a certain point; beyond that one cannot go. We are rapidly reaching that point in the high school and eighth grade art program.

While these obstacles to progress cannot be shrugged off they do not mean that we are stopped altogether. There are ways along certain lines to make our course better; one might term it "expansion laterally instead of vertically".

The high school art course has been bettered immeasurably by the inception of a course in oil painting and the eighth grade has moved a step forward in being provided opportunities to use poster paint and other media more widely than heretofore.

The excellent work of the Curriculum Committee has provided the means of establishing a well-outlined course in the grades based on the needs of the pupils, grade by grade.

The moderate increase in the art budget will permit a better distribution of art supplies in the various schools and permit a wider use of media.

The beginnings of a program of correlation of art with other subjects in the High School and eighth grade have already been established and this field offers great opportunities for worth-while expansion.

In the high school, more and more pupils are electing art with a view to using it as a basis for a career in that field or some related field. Some thought must be given to furnishing such pupils with better facilities and a more helpful program.

Thus we envision a year of difficult problems with many challenges to our ingenuity and resourcefulness. With the co-operation so readily tendered now, as in the past, we feel confident of surmounting our difficulties.

I am deeply grateful to the teachers, the principals, the superintendent and the school board for the assistance, understanding and sound advice that has kept our art program a vital and valued asset to our school children.

Respectfully submitted,

Frank H. Chadbourne,  
Art Supervisor

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### REPORT OF THE IPSWICH SCHOOL HEALTH DEPARTMENT

#### A LOOK BACKWARD

During March, students in the High School were given the opportunity of being Blood Typed when the State Civil Defense Unit was in Ipswich. Slips were sent home for parental permission. 90% of the student enrollment, grades 9 through 12, were typed and their type recorded on their school health record. A card issued by the State, stating the students name, address and

Blood Type was mailed to the parent or guardian.

We had the loan of the State group testing Audiometer machine during the month of February. 487 children, grades 3 through 7, were tested at this time. 69 of the children tested failed and were retested in a group. Of these 69, 27 failed the retest and were tested individually. Parents were notified of failures and follow-up work has been done on all these cases. All the children in grades 1 and 2 were given an individual hearing test. 293 children were tested individually. All first grade children were given the Massachusetts Vision test. Children, recommended by the teacher or at the parents request, in grades 2 through 7 were also done at this time.

With the co-operation of the School Committee and the Board of Health, the annual immunization clinic was held in the spring. 360 children from the three elementary schools and the Parochial school received a "Booster dose" against diptheria and Tetanus. 68 children received their initial immunization of 3 doses. 11 pre-school received their initial immunization of 3 doses against diptheria, tetanus and whooping cough.

Spring registration for children entering the Ipswich Schools in September 1953 was held in March. 138 children registered for school. All these children received a physical examination by the School Physician and parents were urged to have any defects found attended to before the child entered school.

Continuing the policy started last year, staggered physical examinations were done. The grades recommended by the Massachusetts Department of Public Health to be examined each year are grades 1-4-7-11. Notice of the physical examination is sent home and the parents have the privilege of having it done by their family physician if they prefer. Definite appointments are given to children in the 1st and 4th grades and parents are invited to be present at the examination. In addition to the above mentioned grades all students entering competitive sports receive a physical. This includes the girls' basketball team, the boys' football, basketball and baseball teams. 475 physical

examinations were done by the School Physician, 27 were done by the family doctor and there were two exemptions for religious reasons. 32 parents were present at the examinations.

Dental cards were given to every child in the elementary schools early in November. These cards are taken to the family dentist and signed by him when work is completed and the card returned to the school nurse. Dental certificates, issued by the dentist, are displayed in the classroom and returned to the child at the end of the school year.

All children that have had any contact to Tuberculosis are taken to Middleton twice a year for a chest X-ray. Complying with the State Law, 14 students and 2 adults working in the High School cafeteria were taken to Middleton for chest X-rays early in September.

Home visits have been made by the school nurse whenever necessary. Nurse, teacher conferences have been held at least once during the year which have proved very valuable to both.

## A LOOK AHEAD

Plans are underway to file each child's health record in an individual folder. This will replace the present method of one folder for each grade. We feel that this method will be much more satisfactory as all information concerning the child's health will be in the one folder and the necessity of going to different folders for information will be eliminated. Four grades have already been completed and it is anticipated that the 3 elementary schools will be finished by the end of school in June.

In closing I wish to express thanks and appreciation to the Superintendent of Schools, the Principals and the entire teaching staff for the cooperation and help they have given this department.

Respectfully submitted,

Eleonore Richardson, R.N.  
School Nurse



**School Calendar**  
**1953-1954**

Teachers' meeting—  
Tuesday, September 8, 1953, at 9 a.m.  
School opens—  
Wednesday, September 9, 1953.  
School closes—  
Wednesday afternoon, December 23,  
1953 to Monday morning, January 4,  
1954—Christmas holidays.  
School closes—  
Friday afternoon, February 19, 1954 to  
Monday morning, March 1, 1954.  
School closes—  
Thursday afternoon, April 15, 1954 to  
Monday morning, April 26, 1954 (in-  
cludes Good Friday, April 16).  
High School closes—  
Wednesday, June 23, 1954.  
Elementary School closes—  
Friday, June 18, 1954.  
High School graduation—  
Thursday, June 17, 1954.

**Other Holidays**

Teachers' Convention—  
Friday, October 1, 1953 (tentative).  
Columbus Day—  
Monday, October 12, 1953.

Armistice Day—  
Wednesday, November 11, 1953.  
Thanksgiving—Wednesday noon, Thursday  
& Friday, Nov. 25, 26 & 27, 1953.  
Memorial Day—  
Monday, May 31, 1954.  
Total days for the school year 1953-54:  
182 days, High School. 179 days, Element-  
ary.  
The following are the marking periods  
for 1953-54:

**Ranking Periods**

Quarter	Marks Close	Cards Distributed	No. of Days in Marking Period
First	November 6	November 13	41
Second	January 22	January 29	45
Third	April 2	April 9	45
Fourth	June 16	June 18	46

**School Hours**

High School and grades 6 and 7  
8:00 a.m. to 1:30 p.m.  
Afternoon session (voluntary)—  
2:30 p.m. to 4:00 p.m.  
Elementary school, grades 1 - 5 —  
8:45 a.m. to 2:15 p.m.

**NO SCHOOL ANNOUNCEMENTS:**

7:15 a.m.—4 blasts of fire whistle, no  
school all day grades 6-12.  
7:30 a.m.—4 blasts of fire whistle, no  
school all day grades 1-5.  
Radio broadcasts between 7:00 and 8:00  
a.m. from stations WBZ, WESX,  
WLYN, WLAW.

# DISTRIBUTION OF PUPILS BY SCHOOL AND GRADE

## Enrollment — October 1, 1953

School	Grades													Total
	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	P.G.	
Burley	29	66	35	34	35	29	24							252
Shatswell	57	51	39	37	34	29	30							277
Winthrop	60	28	36	34	61	35	32							286
Ipswich High								96	101	88	54	69		408
Total	146	145	110	105	130	93	85	96	101	88	54	69		1,223

# ENROLLMENT CHART BY GRADES

## 1944 - 1953

Grade	1944	1945	1946	1947	1948	1949	1950	1951	1952	1953
I .....	85	102	90	96	98	116	101	99	146	146
II .....	68	82	89	89	92	87	116	95	106	145
III .....	84	68	80	95	95	85	94	122	105	110
IV .....	76	77	68	80	96	92	89	90	124	105
V .....	77	78	77	68	80	92	92	88	99	130
VI .....	83	74	77	78	64	75	95	95	87	93
VII .....	79	79	73	77	75	68	82	87	96	86
VIII .....	87	88	73	69	73	73	68	95	115	96
IX .....	92	100	107	94	97	99	106	73	103	101
X .....	86	62	74	95	85	86	70	80	57	88
XI .....	67	79	65	70	76	69	72	68	76	54
XII .....	45	53	68	55	52	80	60	56	65	69
P. G. ....	1	1		6	2	2			2	
Totals .....	930	943	941	972	985	1024	1045	1048	1181	1223

# ENROLLMENT STATISTICS — 1947 - 1953

Enrollment:								
		1947	1948	1949	1950	1951	1952	1953
High School, gr. 9-12 .....		320	312	336	308	280	303	312
Grade VIII .....		69	73	73	68	94	115	96
Elementary gr. 1-7 .....		583	600	615	669	682	763	815
Total .....		972	985	1024	1045	1056	1181	1223



**DISTRIBUTION OF MINORS — October 1, 1953**

Boys	5 - 7	7 - 16	
Not in school .....	32	1	
Private school (St. Stanislas) .....	33	37	
Private schools .....	2	29	
Public school .....	98	423	
Special schools for defectives or delinquents.....			
Vocational schools .....		6	
Total .....	165	496	
Girls			
Not in school .....	37	3	
Private school (St. Stanislas) .....	37	30	
Private schools .....	4	20	
Public school .....	96	442	
Special schools for defectives or delinquents.....		1	
Vocational schools .....			
Total .....	174	496	
Totals .....	339	992	1,331
In public school membership .....	1,059		
In vocational school membership .....	6		
In private school membership .....	192		
In special schools for defectives .....	1		
Not enrolled in any school .....	73		
Total .....	1,331		

**EMPLOYMENT CERTIFICATES ISSUED TO MINORS**

**1 9 5 3**

	Age: 14-16	16-18	18-21	Total
Boys .....	6	75	20	101
Girls .....	3	55	37	95
Total .....	9	130	57	196

# **COMPARATIVE STATEMENT — SCHOOL DEPARTMENT** **Expenditures From 1949 - 1953 Inclusive**

Item	1949	1950	1951	1952	1953
GENERAL CONTROL .....	Expense	Expense	Expense	Expense	Expense
I. GENERAL CONTROL .....	7,582.50	7,610.98	8,488.96	9,404.11	12,400.01
II. EXPENSES OF INSTRUCTION					
a. Teachers' Salaries .....	104,709.95	113,912.13	133,126.22	147,630.59	169,203.18
b. Texts and Supplies .....	6,404.36	6,874.28	7,921.26	10,069.87	9,540.29
c. In-Service Training .....	564.39	227.03	160.67	226.83	345.68
III. EXPENSES OF OPERATING PLANT					
a. Janitors' Salaries .....	10,777.50	11,627.58	14,756.40	15,765.71	16,648.43
b. Electricity, Gas, Water .....	7,023.17	7,243.55	6,188.20	6,397.96	2,881.33
c. Fuel .....					4,823.85
d. Operating Supplies .....	1,695.24	1,511.38	1,985.87	1,822.25	2,533.25
IV. MAINTENANCE AND REPAIRS .....	6,979.29	7,409.67	9,061.88	4,382.60	6,945.15
V. AUXILIARY AGENCIES					
a. Health .....	3,352.75	3,462.65	3,813.75	3,862.41	4,113.89
b. Transportation .....	13,769.00	14,282.95	14,888.77	16,334.60	18,254.51
c. Vocational Tuition .....	1,376.02	1,219.91	1,172.95	1,392.10	1,716.30
d. Americanization Classes .....	90.00	190.00	154.00	232.00	288.00
e. Miscellaneous and Insurance .....	1,234.68	1,418.87	2,184.19	1,900.08	3,189.04
VI. OUTLAY .....	11,720.57	4,447.49	3,858.01	7,739.97	3,503.46
VII. MISCELLANEOUS FINANCIAL FACTS	1,680.48	85.95	1,601.49		
School Budget Returned to Revenue .....				26.92	473.92
Athletic Fund Appropriation Returned to Rev.				2.97	.53
School Budget Total Expenditure .....	178,960.00	181,524.42	207,761.13	227,161.08	256,422.37
Less Feoffees' Payment .....	4,000.00	6,676.48	5,000.00	5,000.00	5,000.00
Appropriation for Schools 1953 .....	174,960.00	174,847.94	202,761.13	222,188.00	251,422.37
Less Receipts from General Revenue Est. ....	42,583.71	40,051.52	47,672.87	*54,952.16	*61,377.04
Net Cost from Local Tax for Schools 1953 .....	132,376.29	134,796.42	161,866.75	167,235.84	190,045.33
Interscholastic Athletics, Special Appropriation .....			5,177.00	4,397.03	1,766.70
* Approximate					



# GRADUATES OF IPSWICH HIGH SCHOOL

## Class of 1953

### COLLEGE COURSE

Rosalie Caroline Arciz	*Ann Davis Kelleher
Eleanor Ann Blair	John Killam
Rosemarie Carmella Camplese	Stanley Kolos
Patricia Ann Cogswell	Robert Howard Lang, Jr.
Donald Osborne Crowe	Anne Theresa Lombard
Edwin Hilton Damon, Jr.	*Grace Marie Matheson
Philip Arthur Davis	David Richardson Mullen
Frances Antonia Galicki	*Elizabeth Anita Nelson
Barbara Ann Gilman	Virginia Daphne Player
Edith Virginia Hall	*Bruce Everett Quint
*Anne Elizabeth Hammersley	*Edward Paul Sklarz
Shirley Ann Horsman	Joan Elizabeth Surette

### COMMERCIAL COURSE

Eleanor Mae Boylan	*Lillian Gail Higgins
Virginia Mae Goodhue	Mary Polychronopoulos

### INDUSTRIAL ARTS COURSE

Donald Spencer Knowles	Richard Maynard Lane
	Richard Paul McCormack

### GENERAL COURSE

Lucien Joseph Arsenault	Dorothy Irma MacKay
Ronald Gordon Baldinelli	Vernett Ellis Marr, Jr.
George James Bouzianis	Cora May Marshall
Raymond Paul Budzianowski	Arthur Raymond Martel
Christine Antonia Chinopulos	Joanne Marie Martel
Aidan Mack Chisholm	Jean Anne O'Brien
Suzette Louise Chrimes	James Alan Perley
Roland Joseph Clements	Lorraine Marie Pitre
John William Devenish	Dora Margaret Saulnier
Robert Wilbur Dort	Catherine Seakas
Richard Perley Dow	Charles Edward St. Laurent
Beverly Anne Ewing	Sally Jane Tanner
Forrest Arthur Higgins	Stephen Tgavalekos
George Ellis Hodgkins, III	William Henry Trudel
Margaret Ann Homans	Tanya Merina Vlahos
Beverly Ann Horton	John Henry Ward, Jr.
Shirley Alice LeClair	Jean Lillian Weagle
	David Corey Williams, Jr.

\*Honor Group

THE STAFF  
IPSWICH PUBLIC SCHOOLS  
1953 - 1954

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ROBERT F. SAVITT, *Superintendent*  
HIGH SCHOOL  
WILBUR F. STANTON, *Principal*

E. Margaret Allen  
Helen J. Blodgett  
Helen M. Brown  
Robert W. Burke  
Frances D. Cogswell  
Ann P. Crowley  
William DeStefano  
G. Mark Hayes  
Lucy A. Hill

Victoria A. Machaj  
Hazel E. Manzer  
Elizabeth G. Nitardy  
Carl L. Orcutt, Jr.  
C. Elliott Roundy  
Philip M. Saba  
Gloria A. White  
Walter C. White  
Marion F. Whitney

BURLEY SCHOOL  
BERTRAM H. BENNETT, *Principal*

Ruth M. Brown  
Margaret I. Chisholm  
Mary M. Evans  
Anne E. Friend

Ruth Gilday  
Mary L. Kilfoyle  
Philip J. O'Donnell  
Frank J. O'Malley, Jr.

Elizabeth C. Weare

SHATSWELL SCHOOL  
BERTRAM H. BENNETT, *Principal*

Ethel M. Archer  
Mary L. Bamford  
Mary M. Bond  
Ruth F. Joyce

Mary E. Fitzgerald  
Elizabeth C. Harrington  
Cecilia Z. MacKenzie  
Joseph R. Rogers

Hilda J. Schofield

WINTHROP SCHOOL  
LENA J. ATHERLEY, *Principal*

Grace A. Bowlen  
Ralph D. Butler  
Margaret I. Doucet  
Dorothy A. Hammersley

Blanche E. J. Leighton  
Jennie A. Moutevelis  
Josephine T. Moyer  
Amy Stanford

William E. Waitt, Jr.

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Frank H. Chadbourne, *Art Supervisor*

Raymond R. Hill, *Music Supervisor*

James W. McKenna, *Guidance Director*

Mary F. Packard, *Remedial Reading Supervisor*

Frank L. Collins, M.D., *School Physician*

Eleonore Richardson, R.N., *School Nurse*

Adelaide Hodgkins, *Attendance Supervisor*

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CUSTODIANS

Harold D. Bowen	Winthrop School
Frederick E. Cronin	High School
Warren E. Grant	Shatswell School
Lawrence R. Gwinn	Burley School
James W. Leet	High School
Mary W. Scott	High School



SALARY SCHEDULE  
SCHOOL DEPARTMENT

I. Teachers' Salary Schedule

Adopted by Ipswich School Committee

December 4, 1952

Amended November, 1953

Step	Teacher with no degree or less than 4 years' training	Teacher with Bachelor's Degree or equal training	Master's Degree or equal training	Period
	Class I	Class II	Class III	
1	\$2,600	\$2,600	\$2,900	
2	2,600	2,750	3,050	A
3	2,600	2,900	3,200	
4	2,600	3,050	3,350	
5	2,750	3,200	3,500	B
6	2,900	3,350	3,650	
7	3,050	3,500	3,800	
8	3,200	3,650	3,950	C
9	3,350	3,800	4,100	
10	3,500	3,950	4,250	
11	3,650	4,100	4,400	

1. During the periods A, B, C, and D, three college credits of approved study must be successfully completed, *and* the teacher must participate in at least one approved local professional study (group or individual) for the improvement of instruction in Ipswich, or no further increments will be granted.

2. The annual step rate increments in most cases will be automatic, based on meritorious service. They may be withheld if a teacher fails to provide meritorious service. If withheld, the teacher must be notified of the reasons in writing at the time that contracts are distributed.

NOTE—No teacher is at present at the maximum salary, with only a few teachers as close as 2 steps from the top.

II. Extra Pay Salary Schedule

SCHOOL SPONSORED FUNCTIONS which require that the teacher in charge give time and accept responsibilities beyond that required in regular teaching assignments

HIGH

Student Publications

Monthly and Special Typing .....	\$150.00
Yearbook & Graduation .....	150.00
Printing of projects ..	150.00

Dramatics	
Senior Play .....	150.00
Stage & Scenery .....	150.00
Athletics	
Athletic Director .....	250.00
Football—Head coach .....	500.00
Basketball (boys) Head coach ...	250.00
Baseball—Head coach .....	250.00
Football—assistant coach .....	250.00
Basketball (boys)—asst. coach ...	150.00
Baseball (boys)—asst. coach .....	150.00
Girls' after-school sports .....	300.00
Cafeteria Manager .....	400.00
Small Maintenance .....	150.00
Band after-school activities .....	200.00

ELEMENTARY

After-school recreational activities (3 or 4 teachers) .....	Total 1,000.00
Cafeteria Manager (Burley) .....	200.00
Cafeteria Manager (Winthrop) ...	200.00
Elementary Dramatics .....	150.00
Audio-visual Director (Elementary & High) .....	300.00
1. Above rates in effect only through the school year 1954-55.	

2. A study will be continued to determine if teachers can be given a lightened regular schedule rather than extra pay to compensate for extra service rendered, to determine if rates paid are too much or too little in terms of duties performed, to see if additional provisions should be made for other duties not covered and to determine if extra pay schedule could benefit more teachers by rotating responsibilities.

III. Cost of Living Adjustment

1. All school employees will receive a cost of living adjustment of 4% of the total salary rate they receive on January 1, 1954 (4% is the average cost of living adjustment other town employees will receive). This adjustment will be paid in four separate equal installments at the end of March, June, September and December (prorated if a teacher leaves employ).

2. Cost of living adjustment will be given to school department employees only at such times as it is given to other town employees.

**IV. Principals' Salary Schedule**

Elementary—Maximum \$50 per class-room above teachers' schedule maximum degree held. Usual increment—\$200.

High School—Maximum \$1500 above teachers' schedule maximum for degree held. Usual increment—\$200.

**V. Supervisors' Schedule**

Art, Music Guidance Supervisors—Maximum \$400 above teachers' schedule for degree held. Usual increment—\$200.

**VI. Custodial Schedule**

Men custodians—Maximum \$3100. Usual increment \$100 (1954 increment \$200 to bring wage up to level of town labor scale).

Matron—Maximum \$2400. Usual increment \$100.

**VII. School Nurse Schedule**

Maximum \$3650. Usual increment \$150.

**VIII. Superintendent's Secretary Schedule**

Maximum \$3650. Usual increment \$150.

**IX. High School Secretary**

Maximum—rate of \$2500. Usual increment \$100. (1954 increment—\$200 to bring wage up to level of town scale.)

**NOTE—**

1. Amounts indicated in Schedules IV - IX are maxima that can be reached and do not represent amounts now received.

2. Increments indicated in Schedules IV - IX in most cases will be automatic. They may be withheld for failure to provide meritorious service and in such cases the person shall be notified in writing at the time contracts are distributed.

3. Minimum salaries for pay schedules IX - IX are not indicated. New people hired will be started at a rate commensurate with their training and/or experience.



FINANCIAL STATEMENTS

For the Town of

IPSWICH

Year Ending December 31, 1953

# BALANCE SHEET

## For the Year Ending December 31, 1953

### GENERAL ACCOUNTS

ASSETS		LIABILITIES AND RESERVES	
Cash	208,529.89	Tailings	197.88
Treasury Bills	157,420.89	Sale of Land of Low Value	3.85
	365,950.78	Overestimates: 1953	
		County Tax	574.78
Taxes Receivable:		Essex County	
Real Estate 1951	50.00	Sanitorium Tax	982.74
Personal 1952	477.76		1,557.52
Real Estate 1952	7,926.49		
Poll 1953	92.00	Dog Sales Due County	6.00
Personal Property 1953	5,570.14		
Real Estate 1953	32,249.05	Payroll Deductions:	
	46,365.44	Retirement	1,687.12
		Withholding Taxes	6,246.36
Motor Vehicle and Trailer		Blue Cross	32.25
Excise 1952	472.07		7,965.73
Motor Vehicle and Trailer			
Excise 1953	7,454.50	Cemetery Perpetual Care	
	7,926.57	Requests	100.00
		Water Accounts Receivable:	
Moth to Taxes 1952	31.00	Fund	1,176.00
Moth to Taxes 1953	15.25	Highway Machinery Fund	1,312.08
	46.25	Sale of Real Estate Fund	13,423.98
		Old Age Assistance	
Tax Titles	1,968.85	Recoveries	2,131.20
Tax Title Possessions	6,360.14		
	8,328.99	Reserved for Abatement	
Departmental Accounts		of Taxes:	
Receivable:		Overlay 1951	50.00
Town Property	1,760.00	Overlay 1952	3,423.45
Police	146.50	Overlay 1953	5,594.51
Ambulance	1,364.00		9,067.96
Moth	91.50	Overlay Surplus	12,547.01
Health	485.01	Loans Authorized—Unissued	40,000.00
Highway	136.75		
Highway Machinery	69.25	Revenue Reserved until	
Public Welfare	1,546.04	Collected:	
Aid to Dependent Children	636.36	Motor Vehicle and	
Old Age Assistance	714.32	Trailer Excise	7,926.57
Veterans' Services	897.89	Special Assessment	52.25
Education	1,597.50	Tax Title	1,968.85
Cemetery	1,734.14	Tax Possession	6,360.14
	11,179.26	Departmental	11,179.26
County Aid to Highways		Aid to Highways	20,175.82
Accounts Receivable	6,391.94	Electric Light	24,156.82
State Aid to Highways		Water	5,384.56
Accounts Receivable	13,783.88		77,204.27
Electric Light Accounts			
Receivable	24,156.82	Unexpended Balances:	
Sale of Cemetery Lots		Treasurer & Collector	250.43
Water Rates	7,361.02	Memorial Building	3,528.66
Water Liens 1952	101.00	Shellfish Benefits	1.46
Water Liens 1953	129.49	Mass. Shellfish	
	7,591.51	Reimbursement	1,642.31
Loans Authorized	40,000.00	Chapter 90 Construction	
Underestimated 1953:		1953	15,451.00
State Parks & Reservations	329.22	Great Neck—New Road	
		Construction	9,549.36
		Sidewalks	6,184.92
		Masconomet Drainage	89.74
		Farley Avenue Drain	609.83
		Bridge Construction	137.67
		Arrowhead Trail	702.00
		Island Park Const.	471.51
		Bay View Drain	239.23
		Stage Hill Construction	2,778.58
		Education	15.00
		High School Cafeteria	2,139.19
		Winthrop School Cafeteria	882.47
		Athletic Receipts Fund	1,656.70
		Band Fund	797.50
		Manning School Grading	395.00
		High School Bldg. Com.	9,713.45
		Elementary School Bldg.	
		Committee	4,816.94
		Alternate School Bldg.	
		Committee	1,000.00
		Insurance Receipts	38.00
		Light House Property	
		Improvements	459.39
		Capital Equipment	995.00
		Trustees of Great Neck	100.00
		Tax Maps	15,000.00



# BALANCE SHEET—Continued

## For the Year Ending December 31, 1953

Cemeteries	25.00	
Town Hall Renovation	35.84	
Town Hall Improvements	430.48	
Sewer Survey	505.81	
Sewer Site	1,000.00	
		81,642.47
Federal Grants:		
Aid to Dependent Children Administration	11.10	
Aid to Dependent Children	502.76	
O.A.A. Admin.	268.43	
Old Age Assistance	8,965.09	
Disability Assist. Admin.	95.42	
Disability Assistance	4,169.68	
		14,012.48
Electric Light Department:		
Operation	36,347.29	
Construction	4,534.86	
Depreciation	34,500.04	
		75,382.19
Meter Deposits	4,536.93	
Meter Deposit Interest	3,527.58	
Summer Meter Deposits	2,466.00	
		10,530.51
Water Department:		
Extensions	373.47	
Masconomet Road	624.92	
Water Extension Agency	8,217.38	
		9,215.77
Water Surplus		22,173.17
Surplus Revenue		152,400.59
	532,050.66	532,050.66

### DEBT ACCOUNTS

Net Funded or Fixed Debt	88,800.00	High School Loan, 1935	12,000.00
		Extending Water Mains Loan, 1946	12,800.00
		Water Extension Loan, 1949	6,000.00
		Masconomet Road Water Extension Loan, 1948	2,000.00
		Electric Light Generator Loan, 1951	56,000.00
	88,800.00		88,800.00

### TRUST ACCOUNTS

Trust Funds—Cash and Securities, in Custody of Treasurer and Trustees	251,437.04	Eunice Caldwell Cowles Fund	10,148.28
		Mark Newman Memorial Funds	5,536.81
		John C. Kimball Fund	500.00
		Mrs. W. G. Brown Animal Fund	2,191.26
		Marianna T. Jones Fund	981.20
		Richard T. Crane Jr. Picnic Fund	31,105.64
		Martha I. Savory Fund	338.85
		Dow Boulder Memorial Fund	171.57
		Cemetery Perpetual Care Fund	79,001.15
		Post War Rehabilitation Fund	1,614.44
		Stabilization Fund	368.81
		Burley Educational Fund	8,114.43
		Brown School Fund	3,525.42
		Manning School Fund	9,888.20
		R. H. Manning School Fund	14,622.17
		Feoffees of the Grammar Schools of Ipswich Fund	50,206.92
		Heard Library Fund	8,593.29
		Elizabeth R. Lathrop Library Fund	1,854.90
		Library Building Fund	83.34
		Mrs. Abby Newman Library Fund	2,367.52
		George Spiller Fund	1,812.05
		Treadwell Library Fund	17,120.42
		Appleton Memorial Fountain Fund	1,077.05
		Ipswich High School—World War II Memorial Fund	210.32
	251,437.04		251,437.04

# CONSOLIDATED APPROPRIATION EXPENDITURES STATEMENT For Year Ending Dec. 31, 1953

	Appropriation	Credits	Appropriation Adjusted	Expenditures	Balance Transferred to Revenue	Balance Forward to 1954
Town Manager .....	10,285.00		10,285.00	10,277.83	7.17	
Moderator .....	100.00		100.00	100.00		
Selectmen .....	4,428.25		4,428.25	3,944.85	483.40	
Accountant .....	6,373.35		6,373.35	6,312.49	60.86	
Treasurer and Collector .....	10,683.55	221.69	10,905.24	10,360.14	294.67	250.43
Finance Committee .....	300.00	437.15	737.15	498.10	* 239.05	
Assessors .....	8,775.75	475.00	9,250.75	9,014.94	* 235.81	
Purchasing .....	300.00		300.00	295.29	4.71	
Personnel .....	150.00		150.00	113.40	36.60	
Legal .....	800.00		800.00	800.00		
Records .....	4,245.00		4,245.00	3,913.62	331.38	
Engineering .....	4,225.00		4,225.00	4,088.85	136.15	
Planning Board .....	200.00		200.00	200.00		
Election and Registration .....	2,085.00	275.00	2,360.00	2,355.55	* 4.45	
Reports .....	1,850.00		1,850.00	1,790.13	59.87	
Town Hall Oper. ....	6,265.00	25.18	6,290.18	6,144.24	145.94	
Memorial Building .....	4,240.00	5,376.35	9,616.35	5,609.58	* 388.11	3,528.63
Town Clock Maintenance .....	75.00		75.00	75.00		
Police .....	37,032.50	560.00	37,592.50	37,589.38	* 3.12	
Fire .....	40,147.00	805.12	40,952.12	40,403.51	* 542.58	
Forest Warden .....	850.00		850.00	414.53	435.47	
Moth Control .....	6,082.75	3.09	6,085.84	6,062.14	23.70	
Dutch Elm Control .....	800.00		800.00	599.65	200.35	
Forestry .....	8,942.00	1,300.00	10,242.00	10,136.58	105.42	
Clam Comm. ....	4,025.00	178.00	4,025.00	3,967.11	57.89	
Civil Defense .....	350.00	1.43	352.00	380.22	* 147.78	
Shellfish Benefits .....		1.46	1.46			1.46
Comm. of Mass. Shf. Ben. ....		2,006.30	2,006.30	363.99		1,642.31
Weights and Measures .....	65.00		65.00	35.54	29.46	
Bounty on Seals .....	100.00		100.00	15.00	85.00	
Health .....	7,328.75	373.35	7,702.10	7,638.62	* 63.48	
Sanitation .....	14,676.68	.69	14,677.37	13,908.10	769.27	
Town Dump .....	1,300.00		1,300.00	984.75	315.25	
Pest Control (Mosquito) .....	1,000.00		1,000.00	1,000.00		
Highway—Summer Maintenance .....	40,802.00		48,783.85	43,687.33	96.02	
Highway—Winter Maintenance .....	12,439.00		12,439.00	11,840.76	598.24	
Chapter 90 Maintenance .....	3,000.00		3,000.00	3,000.00		
Street Lighting .....	7,200.00		7,200.00	7,200.00		
Chapter 90 Construction 1952 .....		11,983.17	11,983.17	11,983.17		
Chapter 90 Construction 1953 .....	28,000.00		28,000.00	12,549.00		15,451.00
Great Neck-New Road Construction .....		10,322.07	10,322.07	772.71		9,549.83
Masconomet Road .....		612.23	612.23	612.23		
Jeffrey's Neck Road .....		3,254.75	3,254.75	3,214.73	40.02	
Damon Avenue .....		1,174.60	1,174.60	1,174.60		
Sidewalks .....		2,043.42	7,043.42	858.50		6,184.92
Masconomet Drainage .....	5,000.00	900.85	900.85	811.11		89.74
Parking Lot .....		220.91	220.91	197.27		
Broadway Surface Drain .....		1,014.28	1,014.28	1,014.28		
Farley Avenue Drain .....	2,800.00		2,800.00	2,190.17		609.83
Bridge Construction .....	3,300.00		3,300.00	3,162.33		137.67
Linebrook Road Drain .....	2,900.00		2,900.00	2,900.00		
Arrowhead Trail .....	1,200.00		1,200.00	498.00	23.64	702.00



Island Park Construction	2,400.00	2,400.00	1,928.49	471.51
Bay View Drain	1,000.00	1,000.00	760.77	239.23
State Hill Construction	4,000.00	4,000.00	1,221.42	2,778.58
Public Welfare	12,850.00	11,850.00	8,792.73	3,057.27
Aid to Dep. Chil.	4,000.00	4,000.00	3,219.30	780.70
Old Age Assist.—Ad.	3,199.33	4,199.33	4,189.31	9.99
O.A.A.	85,000.00	85,000.00	80,288.43	4,711.57
A.D.C. Adm. U.S. Grant		201.39	190.29	11.10
A.D.C. Aid—U.S. Grant		2,676.26	2,171.50	502.76
O.A.A.—Admin. U.S. Grant		3,675.27	3,403.84	268.43
O.A.A. Aid—U.S. Grant		75,150.64	66,183.55	8,965.09
Disability Assistance		11,000.00	8,293.07	4,169.68
Disability Assistance U.S. Grant		9,008.76	4,839.08	95.42
D.A. Admin.—U.S. Grant		333.54	238.12	
D.A. Admin.—State		216.22	216.22	
Veterans' Services		17,130.00	16,990.69	
Education		256,896.29	256,407.37	
High School Cafeteria		21,559.11	19,419.92	
Winthrop School Cafeteria		9,515.42	8,632.95	
Athletic Rec. Fund		3,388.78	1,724.88	
Athletic Fund		3,439.71	3,429.18	
Band Fund		797.50	797.50	
Manning School Grading		395.09	395.09	
Committee on School Requirement		88.25	206.58	
High School Building Committee	275.00	363.25	156.67	
Elementary School Building Committee	10,000.00	10,000.00	286.35	
Alt. School Building Committee	5,000.00	5,000.00	183.06	
Library	1,000.00	1,000.00		
Parks	9,000.00	9,000.00	9,000.00	
Playground	2,202.00	2,202.00	2,182.54	19.46
Recreation Department	1,525.00	1,525.00	1,155.49	369.51
Pensions	4,100.00	4,100.00	3,913.61	186.39
Contributory Pension System	3,800.00	3,800.00	3,759.34	.66
Memorial Day	16,539.41	16,539.41	16,539.41	
Fourth of July	850.00	850.00	850.00	
Insurance Receipts	500.00	500.00	500.00	
Premium on Loans	2,783.00	2,783.00	2,745.00	38.00
R. T. Crane Jr. P. F. Adm.	102.90	102.90	102.90	
R. T. Crane Jr.—Picnic Fund	69.00	69.00	69.00	
Unpaid Bills Previous Years	1,178.77	1,178.77	1,178.77	
Light House Pro. Imp.	78.42	78.42	78.42	
Capital Equipment	517.82	517.82	58.43	
Trustees of Great Neck	4,008.48	26,783.48	23,948.11	1,840.37
Charles Rose Land	100.00	100.00		
Tax Maps	100.00	100.00	100.00	
Plans and Surveys		15,000.00		15,000.00
Reserve Fund	467.42	467.42	467.42	
Cemeteries	2,245.29	16,663.29	8,117.22	1,882.78
Interest		412.50	412.50	180.26
Maturing Debt		7,000.00	7,000.00	
State and County	3,703.16	42,454.91	41,226.61	1,228.30
Overlay 1953	250.19	14,657.66	9,063.15	5,594.51
Town Hall Renovation	897.23	30,000.00	29,964.16	35.84
Town Hall Comm.		897.23	466.75	430.48
Parking Lot Leases	2,142.70	2,142.70	1,252.80	889.90
Sewer Survey	75.00	535.00	453.00	82.00
Sewage Site	765.69	765.69	259.88	
	1,000.00	1,000.00		
	\$899,553.04	\$1,097,690.26	\$971,709.54	\$102,477.76
	\$198,137.22		\$23,502.99	

\* Closed into Overlay Surplus

# DETAILED STATEMENT OF EXPENDITURES

For Year Ending December 31, 1953

## GENERAL GOVERNMENT

### MODERATOR

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	100.00	Moderator	100.00

### SELECTMEN

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	4,428 25	.1 Salaries and Wages	381.05
		.2 Outside Services	390.95
		.3 Communications	60.81
		.4 Supplies	112.04
		.8 Castle Hill Land	
		Title Lawyers	3,000.00
			<hr/> 3,944.85
		To Revenue	483.40
	<hr/> 4,428.25		<hr/> 4,428.25

### TOWN MANAGER

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	10,285.00	.1 Salaries and Wages	8 837.61
		.2 Outside Services	519.00
		.3 Communications	376.92
		.4 Supplies	129.34
		.5 Equipment Costs	399.96
		.7 Insurance	15.00
			<hr/> 10,277.83
		To Revenue	7.17
	<hr/> 10,285.00		<hr/> 10,285.00

### ACCOUNTING DIVISION

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	6,373.35	.1 Salaries and Wages	5,705.82
		.2 Outside Services	200.83
		.3 Communications	159.42
		.4 Supplies	246.39
			<hr/> 6,312.49
		To Revenue	60.86
	<hr/> 6,373.35		<hr/> 6,373.35

### TREASURY AND COLLECTION

<b>Credits:</b>		<b>Expenditures:</b>	
Encumbered from 1952	217.15	.1 Salaries and Wages	8,129.91
Appropriation	10,683.55	.2 Outside Services	83.05
Refunds	4.54	.3 Communications	754.61
		.4 Supplies	647.57
		.7 Insurance	745.00
			<hr/> 10,360.14
		Encumbered for 1954	250.43
		To Revenue	294.67
	<hr/> 10,905.24		<hr/> 10,905.24



## FINANCE COMMITTEE

<b>Credits:</b>		<b>Expenditures:</b>	
Encumbered from 1952	87.15	.8 Miscellaneous	498.10
Appropriation	300.00	To Reserve Fund	239.05
From Reserve Fund	350.00		
	<hr/>		<hr/>
	737.15		737.15

## ASSESSORS

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	8,775.75	.1 Salaries and Wages	7,721.75
Reserve Fund	475.00	.2 Outside Services	584.11
		.3 Communications	153.00
		.4 Supplies	306.08
		.5 Equipment Costs	250.00
			<hr/>
			9,014.94
		To Reserve Fund	235.81
	<hr/>		<hr/>
	9,250.75		9,250.75

## PURCHASING

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	300.00	.2 Outside Services	8.50
		.3 Communications	66.35
		.4 Supplies	220.44
			<hr/>
			295.29
		To Revenue	4.71
	<hr/>		<hr/>
	300.00		300.00

## PERSONNEL

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	150.00	.2 Outside Services	7.36
		.3 Communications	24.03
		.4 Supplies	82.01
			<hr/>
			113.40
		To Revenue	36.60
	<hr/>		<hr/>
	150.00		150.00

## LEGAL

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	800.00	Legal Expense	800.00

## TOWN CLERK

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	4,245.00	.1 Salaries and Wages	3,520.12
		.2 Outside Services	114.25
		.3 Communications	139.68
		.4 Supplies	114.57
		.7 Insurance	25.00
			<hr/>
			3,913.62
		To Revenue	331.38
	<hr/>		<hr/>
	4,245.00		4,245.00

## ENGINEERING

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	4,225.00	.1 Salaries and Wages	3,347.98
		.2 Outside Services	199.15
		.3 Communications	33.24
		.4 Supplies	415.98
		.5 Equipment Costs	90.00
		.7 Insurance	2.50
			<hr/>
			4,088.85
		To Revenue	136.15
	<hr/>		<hr/>
	4,225.00		4,225.00

## PLANNING BOARD

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	200.00	.2 Outside Services	9.10
		.4 Supplies	190.90
	<hr/>		<hr/>
	200.00		200.00

## ELECTION AND REGISTRATION

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	2,085.00	.1 Salaries and Wages	1,399.33
Reserve Fund	275.00	.3 Communications	45.09
		.4 Supplies	510.98
		.8 Meals and Listing	400.15
			<hr/>
			2,355.50
		To Reserve Fund	4.45
	<hr/>		<hr/>
	2,360.00		2,360.00

## REPORTS

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	1,850.00	.2 Outside Services	1,652.10
		.4 Supplies	138.03
			<hr/>
			1,790.13
		To Revenue	59.87
	<hr/>		<hr/>
	1,850.00		1,850.00

## TOWN HALL OPERATIONS

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	6,265.00	.1 Salaries and Wages	2,550.20
Refund	25.18	.2 Outside Services	94.10
		.4 Supplies	579.63
		.6 Fuel and Utilities	2,083.83
		.7 Insurance	836.48
			<hr/>
			6,144.24
		To Revenue	145.94
	<hr/>		<hr/>
	6,290.18		6,290.18



## MEMORIAL BUILDING

<b>Credits:</b>		<b>Expenditures:</b>	
Encumbered from 1952	276.35	.1 Salaries and Wages	2,343.76
Appropriation	4,240.00	.2 Outside Services	1,842.58
Donation W.R.C.	100.00	.4 Supplies	99.03
Reserve Fund	5,000.00	.6 Fuel and Utilities	979.30
		.7 Insurance	434.91
			<hr/> 5,699.58
		Encumbered for 1953	3,528.66
		To Reserve Fund	388.11
	<hr/> 9,616.35		<hr/> 9,616.35

## TOWN CLOCK MAINTENANCE

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	75.00	.2 Outside Services	75 00

## PROTECTION OF PERSONS AND PROPERTY

### POLICE DEPARTMENT

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	37,032.50	.1 Salaries and Wages	34,737.82
Reserve Fund	560.00	.2 Outside Services	146.48
		.3 Communications	515.66
		.4 Supplies	457.12
		.5 Equipment Costs	1,414.66
		.7 Insurance	317.64
			<hr/> 37,589.38
		To Reserve Fund	3.12
	<hr/> 37,592.50		<hr/> 37,592.50

### FIRE DEPARTMENT

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	40,147.00	.1 Salaries and Wages	33,252.39
Reserve Fund	782.22	.2 Outside Services	915.62
Refunds	22.90	.3 Communications	1,062.55
		.4 Supplies	1,920.89
		.5 Equipment Costs	1,709.79
		.6 Fuel and Utilities	703.30
		.7 Insurance	841.91
			<hr/> 40,409.54
		To Reserve Fund	542.58
	<hr/> 40,952.12		<hr/> 40,952.12

### FOREST FIRE DIVISION

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	850.00	.1 Salaries and Wages	310.50
		.4 Supplies	88.50
		.5 Equipment Costs	13.23
		.7 Insurance	2.30
			<hr/> 414.53
		To Revenue	435.47
	<hr/> 850.00		<hr/> 850.00

## MOTH CONTROL DIVISION

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	6,082.75	.1 Salaries and Wages	1,143.32
Refund	3.09	.2 Outside Services	522.08
		.3 Communications	100.96
		.4 Supplies	1,125.92
		.5 Equipment Costs	519.31
		.6 Fuel and Utilities	47.05
		.7 Insurance	1,303.50
			<hr/>
			4,762.14
		Transferred to Forestry Div.	1,300.00
			<hr/>
			6,062.14
		To Revenue	23.70
			<hr/>
	<hr/>		<hr/>
	6,085.84		6,085.84

## DUTCH ELM CONTROL DIVISION

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	800.00	.1 Salaries and Wages	216.35
		.3 Communications	66.25
		.4 Supplies	312.55
		.5 Equipment Costs	4.50
			<hr/>
			599.65
		To Revenue	200.35
			<hr/>
	<hr/>		<hr/>
	800.00		800.00

## FORESTRY DIVISION

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	8,942.00	.1 Salaries and Wages	6,986.56
Transfer from Moth	1,300.00	.2 Outside Services	2,643.38
		.4 Supplies	345.53
		.5 Equipment Costs	161.11
			<hr/>
			10,136.58
		To Revenue	105.42
			<hr/>
	<hr/>		<hr/>
	10,242.00		10,242.00

## SHELLFISH AND HARBORS

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	4,025.00	.1 Salaries and Wages	3,342.32
		.4 Supplies	337.66
		.5 Equipment Costs	250.75
		.7 Insurance	36.38
			<hr/>
			3,967.11
		To Revenue	57.89
			<hr/>
	<hr/>		<hr/>
	4,025.00		4,025.00

## SHELLFISH BENEFITS

<b>Credits:</b>		<b>Expenditures:</b>	
Balance January 1, 1943	1.46	Balance Forward to 1954	1.46

## MASSACHUSETTS SHELLFISH REIMBURSEMENT

<b>Credits:</b>		<b>Expenditures:</b>	
Balance January 1, 1953	906.30	.2 Outside Services	363.99
Receipts	1,100.00	Balance Forward to 1954	1,642.31
	<hr/>		<hr/>
	2,006.30		2,006.30



## CIVILIAN DEFENSE

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	350.00	.2 Outside Services	7.45
Reserve Fund	175.00	.3 Communications	26.97
Refund	3.00	.4 Supplies	314.38
		.7 Insurance	31.42
			<hr/>
			380.22
		To Reserve Fund	147.78
	<hr/>		<hr/>
	528.00		528.00

## WEIGHTS AND MEASURES

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	65.00	.4 Supplies	5.54
		.7 Insurance	30.00
			<hr/>
			35.54
		To Revenue	29.46
	<hr/>		<hr/>
	65.00		65.00

## BOUNTY ON SEALS

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	100.00	.2 Outside Services	15.00
		To Revenue	85.00
	<hr/>		<hr/>
	100.00		100.00

## HEALTH AND SANITATION

### HEALTH DEPARTMENT

<b>Credits:</b>		<b>Expenditures:</b>	
Balance January 1, 1953	126.25	.1 Salaries and Wages	4,394.60
Appropriation	7,328.75	.2 Outside Services	2,442.94
Reserve Fund	200.00	.3 Communications	192.77
Refunds	47.10	.4 Supplies	323.31
		.5 Equipment Costs	280.00
		.7 Insurance	5.00
			<hr/>
			7,638.62
		To Reserve Fund	63.48
	<hr/>		<hr/>
	7,702.10		7,702.10

### SANITATION DIVISION

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	14,676.68	.1 Salaries and Wages	11,400.69
Refund	.69	.2 Outside Services	396.00
		.4 Supplies	81.05
		.5 Equipment Costs	942.20
		.7 Insurance	1,088.16
			<hr/>
			13,908.10
		To Revenue	769.27
	<hr/>		<hr/>
	14,677.37		14,677.37

## TOWN DUMP

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	1,300.00	.1 Salaries and Wages	87.40
		.2 Outside Services	584.44
		.5 Equipment Costs	312.91
			<hr/>
			984.75
			315.25
	<hr/>		<hr/>
	1,300.00		1,300.00

## PEST CONTROL

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	1,000.00	.2 Outside Services	1,000.00

## HIGHWAYS

### HIGHWAY—SUMMER MAINTENANCE

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	40,802.00	.1 Salaries and Wages	23,064.53
Appropriation Transfer	2,900.00	.2 Outside Services	1,389.67
Refunds	81.35	.3 Communications	240.76
		.4 Supplies	9,064.44
		.5 Equipment Costs	5,586.94
		.6 Fuel and Utilities	603.19
		.7 Insurance	3,737.80
			<hr/>
			43,687.33
		To Revenue	96.02
	<hr/>		<hr/>
	43,783.35		43,783.35

### HIGHWAY—WINTER MAINTENANCE

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	12,439.00	.1 Salaries and Wages	6,769.93
		.2 Outside Services	126.00
		.4 Supplies	1,405.56
		.5 Equipment Costs	3,539.27
			<hr/>
			11,840.76
		To Revenue	598.24
	<hr/>		<hr/>
	12,439.00		12,439.00

### CHAPTER 90 MAINTENANCE

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	3,000.00	.1 Salaries and Wages	745.90
		.4 Supplies	2,069.99
		.5 Equipment Costs	184.11
	<hr/>		<hr/>
	3,000.00		3,000.00

## STREET LIGHTING

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	7,200.00	.6 Utilities	7,200.00



## CEMETERIES

### CEMETERY OPERATIONS

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	14,418.00	.1 Salaries and Wages	13,711.35
Perpetual Care Receipts	2,245.29	.2 Outside Services	183.75
		.3 Communications	162.41
		.4 Supplies	706.21
		.5 Equipment Costs	846.45
		.6 Fuel and Utilities	235.21
		.7 Insurance	612.65
			<hr/>
			16,458.03
		To Revenue	180.26
		Incumbered 1954	25.00
			<hr/>
	<hr/>		<hr/>
	16,663.29		16,663.29

## CHARITIES AND VETERANS SERVICES

### PUBLIC WELFARE

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	12,850.00	.8 Groceries	2,644.20
Refunds	6.00	Rent	1,068.26
		Fuel	155.19
		Hospital, Med. Medic.	759.11
		Other Cities and Towns	526.02
		Clothing	104.38
		Board and Room	740.00
		Cash Payments	2,600.40
		Light	101.17
		Burials	100.00
			<hr/>
			8,798.73
		Transferred to other appr.	1,000.00
		To Revenue	3,057.27
			<hr/>
	<hr/>		<hr/>
	12,856.00		12,856.00

### GENERAL RELIEF, A.D.C., O.A.A., AND D.A. ADMINISTRATION

<b>Credits:</b>		<b>Expenditures:</b>	
Balance January 1, 1953	955.49	.1 Salaries and Wages	7,597.32
Appropriation	3,199.33	.2 Outside Services	42.55
U. S. Grants	3,470.93	.3 Communications	328.15
Transfer	1,000.00	.4 Supplies	66.70
		.5 Equipment Costs	90.00
		.7 Insurance	81.38
			<hr/>
			8,206.10
		Balance forward to 1954	374.95
		Transferred to Revenue	44.70
			<hr/>
	<hr/>		<hr/>
	8,625.75		8,625.75

### AID TO DEPENDENT CHILDREN, AID

<b>Credits:</b>		<b>Expenditures:</b>	
Balance January 1, 1953	477.98	Cash Allowance	5,392.80
Appropriation	4,000.00	Balance Forward to 1954	502.76
	2,198.28	To Revenue	780.70
	<hr/>		<hr/>
	6,676.26		6,676.26

## OLD AGE ASSISTANCE AID

Credits:		Expenditures:	
Balance January 1, 1953	11,971.28	Cash Allowances	148,046.71
Appropriation	85,000.00	Balance Forward to 1954	8,965.09
U. S. Grants	63,179.36	To Revenue	4,711.57
Refunds	1,572.73		
	<hr/>		<hr/>
	161,723.37		161,723.37

## DISABILITY ASSISTANCE

Credits:		Expenditures:	
Balance January 1, 1953	2,228.78	Cash Allowances	13,436.60
Appropriation	11,000.00	Balance Forward to 1954	4,169.68
U. S. Grants	6,779.98	To Revenue	2,706.93
Refunds	304.45		
	<hr/>		<hr/>
	20,313.21		20,313.21

## VETERANS' SERVICES

Credits:		Expenditures:	
Appropriation	16,830.00	.1 Salaries and Wages	2,102.15
Refunds	57.50	.2 Outside Salaries	9.63
Transfer from Reserve Fund	300.00	.3 Communications	11.15
		.4 Supplies	55.00
		.5 Equipment Costs	14.34
		.8a Cash Allowances	11,736.00
		.8b Medical	1,404.83
		.8c. Fuel	230.09
		.8d Groceries	1,485.00
			<hr/>
			17,048.19
		To Reserve Fund	139.31
	<hr/>		<hr/>
	17,187.50		17,187.50

## RECREATION

### PARKS DIVISION

Credits:		Expenditures:	
Appropriation	2,202.00	.1 Salaries and Wages	1,355.03
		.2 Outside Services	145.13
		.4 Supplies	385.67
		.5 Equipment Costs	103.64
		.6 Fuel and Utilities	47.00
		.7 Insurance	146.07
			<hr/>
			2,182.54
		To Revenue	19.46
	<hr/>		<hr/>
	2,202.00		2,202.00

### PLAYGROUNDS

Credits:		Expenditures:	
Appropriation	1,525.00	.1 Salaries and Wages	897.90
		.2 Outside Services	1.70
		.4 Supplies	193.79
		.5 Equipment Costs	31.96
		.6 Fuel and Utilities	18.50
		.7 Insurance	11.64
			<hr/>
			1,155.49
		To Revenue	369.51
	<hr/>		<hr/>
	1,525.00		1,525.00



## RECREATION DEPARTMENT

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	4,100.00	.1 Salaries and Wages	2,842.91
		.2 Outside Services	214.14
		.3 Communications	53.13
		.4 Supplies	685.43
		.5 Equipment Costs	118.00
			<hr/>
			3,913.61
		To Revenue	186.39
	<hr/>		<hr/>
	4,100.00		4,100.00

## PATRIOTIC OBSERVANCES

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	1,350.00	.8 Memorial Day	850.00
		.8 Fourth of July	500.00
	<hr/>		<hr/>
	1,350.00		1,350.00

## MISCELLANEOUS FINANCE

### MATURING DEBT

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	7,000.00	.8 High School Note	
		Payment	6,000.00
		Masconomet Rd. Water	
		Ext. Note Payment	1,000.00
	<hr/>		<hr/>
	7,000.00		7,000.00

### INTEREST EXPENSE

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	412.50	.8 Interest on Loans	412.50

### CONTRIBUTORY PENSION

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	16,539.41	.8 Essex County Assessment	16,539.41

### RESERVE FUND

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	10,000.00	Transfers to:	
Unexpended Balances of		Fire Dept.	782.22
Transfers	1,763.69	Assessors	475.00
		Health	200.00
		Civil Defense	175.00
		Finance Comm.	350.00
		Election and Registration	275.00
		Memorial Bldg.	5,000.00
		Veterans' Services	300.00
		Police	560.00
			<hr/>
			8,117.22
		To overlay surplus	3,646.47
	<hr/>		<hr/>
	11,763.69		11,763.69

## TRUSTEES OF GREAT NECK

<b>Credit:</b>		<b>Expenditures:</b>	
Appropriation	100.00	Balance to 1954	100.00

## UNPAID BILLS

<b>Credit:</b>		<b>Expenditures:</b>	
Appropriation	78.42	Bills paid	78.42

## CHARLES ROSE LAND

<b>Credit:</b>		<b>Expenditures:</b>	
Appropriation	100.00	Charles L. and Elsie F. Rose	100.00

## PARKING LOT LEASES

<b>Credits:</b>		<b>Expenditures:</b>	
Balance January 1, 1953	75.00	.8 Leases	453.00
Appropriation	460.00	To Revenue	82.00
	<hr/> 535.00		<hr/> 535.00

## CAPITAL CONSTRUCTION

### CHAPTER 90 — 1952

<b>Credits:</b>		<b>Expenditures:</b>	
Balance January 1, 1953	11,983.17	Labor, Supplies and Equipment	11,983.17

### CHAPTER 90 — 1953

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	28,000.00	Labor, Supplies and Equipment	12,549.00
	<hr/> 28,000.00	Balance Forward to 1954	15,451.00
			<hr/> 28,000.00

### GREAT NECK ROAD—NEW ROAD CONSTRUCTION

<b>Credits:</b>		<b>Expenditures:</b>	
Balance January 1, 1953	10,322.07	Labor, Supplies and Equipment	772.71
	<hr/> 10,322.07	Balance Forward to 1954	9,549.36
			<hr/> 10,322.07

### MASCONOMET ROAD

<b>Credits:</b>		<b>Expenditures:</b>	
Balance January 1, 1953	612.23	Trans. to Other Approp.	612.23

### JEFFREY'S NECK ROAD

<b>Credits:</b>		<b>Expenditures:</b>	
Balance January 1, 1953	3,254.75	Labor, Supplies and Equipment	3,214.73
	<hr/> 3,254.75	To Revenue	40.02
			<hr/> 3,254.75

### DAMON AVENUE

<b>Credits:</b>		<b>Expenditures:</b>	
Balance January 1, 1953	1,075.65	Labor, Supplies and Equipment	579.91
Transferred	98.95	Trans. to Other Approp.	594.69
	<hr/> 1,174.60		<hr/> 1,174.60



## SIDEWALKS

<b>Credits:</b>		<b>Expenditures:</b>	
Balance January 1, 1953	2,043.42	Labor, Supplies and	
Appropriation	5,000.00	Equipment	858.50
		Balance Forward to 1954	6,184.92
	<hr/>		<hr/>
	7,043.42		7,043.42

## MASCONOMET DRAINAGE

<b>Credits:</b>		<b>Expenditures:</b>	
Balance January 1, 1953	288.62	Labor, Supplies and	
Transfer	612.23	Equipment	811.11
		Balance Forward to 1954	89.74
	<hr/>		<hr/>
	900.85		900.85

## PARKING LOT

<b>Credits:</b>		<b>Expenditures:</b>	
Balance January 1, 1953	220.91	Labor, Supplies and	
		Equipment	197.27
		To Revenue	23.64
	<hr/>		<hr/>
	220.91		220.91

## BROADWAY SURFACE DRAIN

<b>Credits:</b>		<b>Expenditures:</b>	
Balance January 1, 1953	419.59	Labor, Supplies and	
Trans. from Other Approp.	594.69	Equipment	1,014.28
	<hr/>		<hr/>
	1,014.28		1,014.28

## FARLEY AVENUE DRAIN

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	2,800.00	Labor, Supplies and	
		Equipment	2,190.17
		Balance Forward to 1954	609.83
	<hr/>		<hr/>
	2,800.00		2,800.00

## BRIDGE RECONSTRUCTION

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	3,300.00	Labor, Supplies and	
		Equipment	3,162.33
		Balance Forward to 1954	137.67
	<hr/>		<hr/>
	3,300.00		3,300.00

## LINEBROOK ROAD DRAIN

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	2,900.00	Trans. to Other Approp.	2,900.00

## ARROWHEAD TRAIL

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	1,200.00	Labor, Supplies and	
		Equipment	498.00
		Balance Forward to 1954	702.00
	<hr/>		<hr/>
	1,200.00		1,200.00

# ISLAND PARK CONSTRUCTION

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	2,400.00	Labor, Supplies and Equipment	1,829.54
		Trans. to Other Approp.	98.95
		Balance Forward to 1954	471.51
	<u>2,400.00</u>		<u>2,400.00</u>

# BAY VIEW DRAIN

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	1,000.00	Labor, Supplies and Equipment	760.77
		Balance Forward to 1954	239.23
	<u>1,000.00</u>		<u>1,000.00</u>

# STAGE HILL CONSTRUCTION

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	4,000.00	Labor, Supplies and Equip.	1,221.42
		Balance Forward to 1954	2,778.58
	<u>4,000.00</u>		<u>4,000.00</u>

# SEWER COMMITTEE

<b>Credits:</b>		<b>Expenditures:</b>	
Balance January 1, 1953	765.69	.2 Outside Services	259.88
		Balance Forward to 1954	505.81
	<u>765.69</u>		<u>765.69</u>

# SEWER SITE

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	1,000.00	Balance Forward to 1954	1,000.00

# TOWN HALL RENOVATION

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	30,000.00	.2 Outside Services	29,964.16
		Balance Forward to 1954	35.84
	<u>30,000.00</u>		<u>30,000.00</u>

# TOWN HALL IMPROVEMENTS

<b>Credits:</b>		<b>Expenditures:</b>	
Balance January 1, 1953	897.23	.2 Outside Services	466.75
		Balance Forward to 1954	430.48
	<u>897.23</u>		<u>897.23</u>

# TOWN HALL COMMITTEE

<b>Credits:</b>		<b>Expenditures:</b>	
Balance January 1, 1953	2,142.70	.2 Outside Services	1,252.80
		To Revenue	889.90
	<u>2,142.70</u>		<u>2,142.70</u>



## COMMITTEE ON SCHOOL REQUIREMENTS

<b>Credits:</b>		<b>Expenditures:</b>	
Balance January 1, 1953	63.25	.2 Outside Services	156.67
Appropriation	275.00	To Revenue	206.58
Refund	25.00		
	<hr/>		<hr/>
	363.25		363.25

## SCHOOL BUILDINGS COMMITTEE

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	15,000.00	.2 Outside Services	469.61
	<hr/>	Balance Forward to 1954	14,530.39
	15,000.00		<hr/>
			15,000.00

## ALTERNATE SCHOOL BUILDING COMMITTEE

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	1,000.00	Balance Forward to 1954	1,000.00

## LIGHT HOUSE PROPERTY IMPROVEMENTS

<b>Credits:</b>		<b>Expenditures:</b>	
Balance January 1, 1953	517.82	Labor, Supplies and Equip.	58.43
	<hr/>	Balance Forward to 1954	459.39
	517.82		<hr/>
			517.82

## PLANS AND SURVEYS

### CENTRAL FINANCE SURVEY

<b>Credits:</b>		<b>Expenditures:</b>	
Balance January 1, 1953	467.42	.2 Outside Services	467.42

### TAX MAPS

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	15,000.00	Balance Forward to 1954	15,000.00

# CAPITAL EQUIPMENT

## MISCELLANEOUS EQUIPMENT

### Credits:

Balance January 1, 1953	2,508.48
Appropriation	22,775.00
Electric Light Dept. Trans.	1,500.00

### Expenditures:

Town Manager:	
File Cabinet	71.00
Mimeograph	175.00
Dictaphone	300.00
	<hr/>
	546.00
Accountant:	
Calculator	650.00
Treasurer and Collector:	
Cash Machine	1,940.00
Engineering Dept:	
Stand	11.90
Plan File Cabinet	65.00
File Cabinet	215.56
	<hr/>
	292.46
Police Dept.:	
Chairs	67.50
Weights and Measures:	
Reweighting Scale	61.82
Health Dept.:	
File Cabinet	71.00
Public Works—Grounds and Bldgs.:	
Truck	1,887.00
Power Saw	352.85
	<hr/>
	2,239.85
Public Works—Highway:	
Truck	1,700.00
Dozer Blade	1,000.00
Line Marker	375.00
Sweeper	3,100.00
Back Hoe	6,000.00
	<hr/>
	12,175.00
Finance Dept.:	
Bookkeeping Machine	3,084.25
Public Works—Cemetery:	
Grave Set	95.00
Power Motor	176.18
Pickup Truck	1,291.05
	<hr/>
	1,562.23
Playgrounds:	
Equipment	58.00
Tractor	1,200.00
	<hr/>
	1,258.00
	<hr/>
	23,948.11
Encumbered for 1954	995.00
To Revenue	1,840.37
	<hr/>
	26,783.48

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26,783.48

## SCHOOLS AND LIBRARIES

### EDUCATION

### Credits:

Appropriation	251,896.29
Receipts from Feoffees of the Grammar Schools	5,000.00

### Expenditures:

.401 General Control	12,400.01
.402 Expense of Instruction	179,089.15
.403 School Plant Operation	26,922.86
.404 Maints. and Repairs	6,930.15
.405 Auxiliary Agencies	27,561.74
.406 Outlay	3,503.46
	<hr/>
	256,407.37
Encumbered for 1954 for 403	15.00
To Revenue	473.92
	<hr/>
	256,896.29

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256,896.29



## HIGH SCHOOL CAFETERIA

<b>Credits:</b>		<b>Expenditures:</b>	
Balance January 1, 1953	754.37	Lunches Expense	19,419.92
Receipts	20,804.74	Balance Forward to 1954	2,139.19
	<hr/>		<hr/>
	21,559.11		21,559.11

## WINTHROP SCHOOL LUNCH

<b>Credits:</b>		<b>Expenditures:</b>	
Balance January 1, 1953	144.67	Lunches Expense	8,632.95
Receipts	9,370.75	Balance Forward to 1954	882.47
	<hr/>		<hr/>
	9,515.42		9,515.42

## ATHLETIC RECEIPTS FUND

<b>Credits:</b>		<b>Expenditures:</b>	
Balance January 1, 1953	1,818.14	Athletic Expense	1,732.08
Receipts	1,570.64	Balance Forward to 1954	1,656.70
	<hr/>		<hr/>
	3,388.78		3,388.78

## ATHLETIC FUND

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	3,439.71	Athletic Expense	3,439.18
	<hr/>	To Revenue	.53
	3,439.71		<hr/>
			3,439.71

## BAND FUND

<b>Credits:</b>		<b>Expenditures:</b>	
Receipts	797.50	Balance Forward to 1954	797.50

## LIBRARY

<b>Credits:</b>		<b>Expenditures:</b>	
Appropriation	9,000.00	.2 Outside Services	9,000.00

## TRUST FUNDS

### R. T. CRANE, JR. PICNIC FUND—ADMINISTRATION

<b>Credits:</b>		<b>Expenditures:</b>	
Receipts	69.00	.2 Outside Services	69.00

### R. T. CRANE, JR. PICNIC FUND—PICNIC

<b>Credits:</b>		<b>Expenditures:</b>	
Receipts	1,178.77	.2 Outside Services	1,178.77

### EUNICE CALDWELL COWLES FUND

<b>Credits:</b>		<b>Expenditures:</b>	
Receipts	250.00	Scholarships	250.00

### BROWN DOG FUND

<b>Credits:</b>		<b>Expenditures:</b>	
Receipts	311.61	.2 Outside Services	311.61

### MARK NEWMAN MEMORIAL FUND

<b>Credits:</b>		<b>Expenditures:</b>	
Receipts	115.00	.4 Supplies	115.00

### JOHN C. KIMBALL FUND

<b>Credits:</b>		<b>Expenditures:</b>	
Receipts	46.70	.2 Outside Services	46.70

# CASH RECEIPTS AND CASH PAYMENTS SUMMARY

Year Ending December 31, 1953

## General Account

Cash Balance		
January 1, 1953	\$	139,751.01
Receipts		1,847,205.03
		<hr/>
		1,986,956.07
<b>Expenditures:</b>		
Transferred to Payroll Account	\$	533,140.04
All other		1,246,286.14
		<hr/>
		1,779,426.18
		<hr/>
	\$	207,529.89
Treasury Bills		157,420.89
		<hr/>
General Balance, December 31, 1953		364,950.78
<b>Composition of Balance:</b>		
Cash in Banks		198,031.33
Cash In Office		9,498.56
Treasury Bills		157,420.89
		<hr/>
	\$	364,950.78

## Payroll Account

Transferred from General Account	\$	533,140.04
Expenditures		532,140.04
		<hr/>
Payroll Balance, December 31, 1953	\$	1,000.00

## STATEMENT OF COLLECTIONS

For Year Ending Dec. 31, 1953

<b>Taxes:</b>		
Current Year	\$	431,732.24
Prior Years		34,590.12
<b>Motor Vehicle Excise:</b>		
Current Year		51,395.34
Prior Years		8,133.72
<b>Moth:</b>		
Current Year		49.50
Prior Years		34.50
<b>Water Liens Added to Taxes:</b>		
Current Year		673.65
Prior Years		187.20
<b>Interest:</b>		
Current Year		133.13
Prior Years		1,361.34
<b>Costs:</b>		
Current Year		180.25
Prior Years		186.45
Tax Certificates		28.00
Electric Light		312,068.24
Water		73,959.70
Departmental		105,526.47
		<hr/>
	\$	1,020,239.85



# DETAILED STATEMENT OF PAYMENTS

For Year Ending Dec. 31, 1953

Departmental Expenditures	\$824,249.82	State Grants:	
<b>Federal Grants:</b>		Disability Assistance, Adm.	181.51
Aid to Dependent Children, Adm.	190.29	Shellfish Reimbursement	363.99
Aid to Dependent Children, Aid	2,173.50		<hr/> 545.50
Old Age Assistance Adm.	3,346.84	<b>Electric Light:</b>	
Old Age Assistance, Aid	66,185.55	Operations	257,854.45
Disability Assistance	4,839.08	Construction	4,456.00
Disability Assistance	238.12		<hr/> 262,310.45
	<hr/> 76,973.38		
<b>Taxes:</b>		<b>Water Department:</b>	
Auditing Tax	1,807.74	Operations	45,199.38
State Parks—Reservations	1,018.37	Construction	28,245.80
County Tax	23,545.79		<hr/> 73,445.18
Essex County Sanatorium Tax	10,568.23		
	<hr/> 36,940.13		
<b>Agency and Trusts:</b>		<b>Maturing Debt:</b>	7,000.00
Dog Licenses for County	1,506.80		
Dog Sales for County	3.00	<b>Interest:</b>	412.50
Retirement Deductions	14,330.73		
Withholding Deductions	55,510.64	<b>Refunds:</b>	
Blue Cross	7,993.35	Real Estate 1952	92.88
	<hr/> 79,344.52	Poll 1953	6.00
		Personal 1953	1.74
<b>Trust Fund Deposits:</b>		Real Estate 1953	497.65
Cemetery Perpetual Care Bequests	1,350.00	M V X 1952	186.45
Cemetery Perpetual Care Fund	994.00	M V X 1953	1,365.28
R. T. Crane, Jr., Fund	1,245.47	M V X Interest	.74
E. C. Cowles Fund	250.00	Blue Cross	12.85
Martha I. Savory Fund	6.00	Withholding	24.20
Appleton Memorial Fund	25.00	Retirement	32.66
Ipswich High World War II Memorial Fund	210.32	Meter Deposits & Interest	541.69
	<hr/> 4,080.79	Police A/R	8.00
		Electric Light A/R	1,458.30
<b>Trust Fund Expenditures:</b>		Water A/R	67.32
R. T. Crane, Jr., Fund	2,513.40	Sidewalks A/R	285.50
E. C. Cowles Fund	250.00		<hr/> 4,581.26
Donations	3.75	<b>Treasury Bills:</b>	406,271.91
Brown Dog Fund	311.61		
Mark Newman Memorial Fund	115.00	<b>Total Payments</b>	<hr/> \$1,779,426.18
John C. Kimball Fund	46.70		
Burley School Milk Fund	30.28		
	<hr/> 3,270.74		

# DETAILED STATEMENT OF RECEIPTS

For Year Ending Dec. 31, 1953

## Taxes Current Year:

Poll	3,982.00
Personal	28,182.72
Real Estate	399,567.52
	<hr/>
	431,732.24

## Taxes Previous Years:

Poll	6.00
Personal	3,652.53
Real Estate	30,925.24
	<hr/>
	34,583.77

## Privileges:

Motor Vehicle & Trailer	
Excise 1952	8,133.72
Motor Vehicle & Trailer	
Excise 1953	51,395.34
	<hr/>
	59,529.06

## Special Assessments:

Moth to Taxes	84.00
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## Licenses and Permits:

Liquor	9,698.00
Hawkers & Peddlers	72.00
Pool & Bowling	36.00
Pistol	42.00
Amusement	66.00
Auto Dealer	10.00
Automatic Amusement	200.00
Cabin	1.00
Shellfish	737.00
Common Victualler	55.00
Garbage	6.00
Innholders	3.00
Junk	40.00
Methyl Alcoholic	19.00
Milk, Cream & Oleo	41.00
Pasteurization	40.50
Rendering	5.00
Slaughtering	100.00
Theater	90.00
Nursery	2.00
Tallow	2.00
Recreation Camp	3.00
Auctioneer	12.00
Agents License	20.00
	<hr/>
	11,300.50

## Fines & Forfeits:

	646.00
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## Grants & Gifts:

### Federal:

Aid to Dependent	
Children, Adm	135.00
Aid to Dependent	
Children, Aid	2,198.28
Old Age Assistance, Adm.	2,960.31
Old Age Assistance, Aid	63,179.36
Disability Assistance, Aid	6,779.98
Disability Assistance, Adm.	238.75
	<hr/>
	75,491.68

## Comm. of Mass.:

Income Tax	58,289.55
Corporation Tax	32,234.85
Meal Tax	3,178.23
Lieu of Taxes	5,644.12
Vocational Education	679.63
Education Transportation	9,385.14
English Class	120.00
School Aid	1,525.10
Tuition Reimbursement	796.38
Public Welfare	638.27
Aid to Dependent Children	152.23
Old Age Assistance	59,314.21
Disability Assistance	4,573.73
Veteran's Services	7,726.96
Shellfish Reimbursement	1,100.00
Aid to Highways	
Chapter 90	13,716.12
Burley School Milk	
Reimbursement	30.28

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199,104.80

## County:

Aid to Highways	
Chapter 90	4,858.06

## Individual:

W. R. C. for Memorial	
Building	100.00
Foefees of Grammar	
Schools	5,000.00
Donations	3.75

## Tailing:

	114.90
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## Agency:

Dog Licenses for County	1,452.00
Dog Sales for County	9.00
Retirement System	
Deductions	15,804.70
Withholding Taxes	57,185.68
Blue Cross	8,006.20

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82,457.58

## Trusts:

Cemetery Perpetual Care	
Bequests	1,450.00
Cemetery Perpetual Care	
Income	994.00
R. T. Crane, Jr.	
Picnic Fund—Income	1,245.47
R. T. Crane, Jr.	
Picnic Fund—Withdrawals	2,513.40
E. C. Cowles Fund—Income	250.00
E. C. Cowles Fund—	
Withdrawal	250.00
Brown Dog Fund—	
Withdrawal	311.61
Mark Newman Memorial	
Fund—Withdrawal	115.00
J. C. Kimball Fund—	
Withdrawal	46.76
Martha I. Savory Fund—	
Income	6.00
Appleton Memorial Fund—	
Income	25.00
High School World War II	
Memorial Fund—Income	210.32

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7,417.56



# DETAILED STATEMENT OF RECEIPTS—(Continued)

Sale of Cemetery Lots	245.00
Highway Machinery Fund	1,438.70
Sale of Real Estate	10,748.58
Ald Age Assistance Recoveries	2,131.20
	<hr/>
	14,563.48

## General Government:

Town Manager	
Sale of Equipment	28.36
Crane's Beach	6,829.56
Ipswich Housing	3,889.61
Great Neck Rental	1,700.00
Town Farm Lease	125.00
	<hr/>
	12,572.53

Town Clerk	
Fees	1,069.36
Dog Licenses	1,170.03
Photostat	17.00
Scale Receipts	118.20
	<hr/>
	2,374.59

Treasurer	
Interest on Treasury Bills	2,380.51
Tax Certificates	42.00
	<hr/>
	2,422.51

## Protection of Persons & Property:

Police Department	
Ambulance	422.00
Special Work	4,318.83
Bicycle Permits	29.25
	<hr/>
	4,770.08

Fire Department	
Oil Storage Permit	62.50
L. P. Gas Permit	8.50
Oil Burner Inspection	6.00
Gas Renewal	1.50
	<hr/>
	78.50

Weights & Measures	
Fees	126.45
Grounds & Buildings	
Tree Spraying	1,344.85
Insurance	125.35
	<hr/>
	1,470.20

## Health & Sanitation:

Tuberculosis	567.14
Garbage	733.27
Slaughter Inspection	1,554.66
	<hr/>
	2,855.07

Shellfish	
Sale of Crabs	65.00

## Highways:

Sidewalks	644.62
Other	275.00
	<hr/>
	919.62

## Recreation:

Equipment Sales	63.00
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## Cemetery:

Internment—Removals	2,719.00
Annual Care	610.50
Foundations	665.41
Liners	130.20
	<hr/>

4,125.11

Interests & Costs	1,861.17
-------------------	----------

## Electric Light Department:

Electric Sales & Misc.	312,057.56
Meter Deposits & Dividends	2,683.30

314,740.86

## Water Department:

Water Liens	860.85
Water Sales & Misc.	73,986.20

74,847.05

## Education:

Tuition	13,842.50
High School Cafeteria	20,804.74
Winthrop Lunch	9,370.75
Athletic Receipts	1,570.64
Band Fund	797.50
	<hr/>

46,386.13

Insurance Receipts	38.00
--------------------	-------

## Refunds:

Treas. & Collector	4.54
Town Hall	25.18
Civilian Defense	3.00
Fire	22.90
Moth	3.09
Health	47.10
Sanitation	.69
Highway	69.83
Public Welfare	6.00
Old Age Assistance	1,572.73
Disability Assistance	304.45
Veteran's Services	57.50
Education	141.28
Committee on School Requirements	25.00
Capital Equipment	7.08
Electric Light	429.87
Water	149.48
Cemeteries	12.60
	<hr/>

2,882.32

Treasury Bills	447,619.49
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\$1,847,205.06

# COMPARATIVE TAX STRUCTURE STATEMENT

## 1952 - 1953

	1952	1953
A. Total Appropriation to be raised by taxation:	\$ 700,736.50	\$ 768,622.24
Total Appropriation to be taken from available funds:	<u>68,450.00</u>	<u>145,850.00</u>
	\$ 769,186.50	\$ 914,472.24
B. State Requirement:		
Parks & Reservations	1,078.44	689.15
Audit	2,254.75	1,807.74
Underestimated Previous Years:		
Parks & Reservations		78.97
Audit		<u>504.35</u>
	<u>3,333.19</u>	\$ 3,080.21
C. County Retirement:		
Tax	25,291.98	24,120.57
T. B. Hospital	12,294.46	11,550.97
Underestimates Previous Years:		
Tax	<u>1,070.23</u>	
	\$ 38,656.67	\$ 35,671.54
D. Overlay	13,622.58	14,407.47
E. Gross Amount to be Raised	<u>\$ 824,798.94</u>	<u>\$ 967,631.46</u>
F. Estimated Receipts & Available Funds:		
State Income	76,135.03	90,208.40
Local Revenue	135,950.00	165,245.00
Water Revenue	55,000.00	70,000.00
Overestimates of Previous Years:		
County Tax	1,012.63	2,025.74
State Parks	170.55	
T. B. Hospital		1,677.42
Surplus Revenues	61,450.00	130,371.61
Electric Light	15,000.00	15,000.00
Overlay Reserve Fund	7,000.00	10,000.00
Machinery Fund		2,733.39
Insurance Fund		<u>2,745.00</u>
	<u>\$ 351,718.21</u>	\$ 490,006.56
G. Net Amount to be raised by Taxation:		
Poll Tax	4,836.00	4,830.00
Personal Property	31,847.71	33,814.60
Real Estate	<u>436,400.02</u>	<u>438,980.30</u>
	473,080.73	477,624.90
Grand Total to be Raised	<u>\$ 824,798.94</u>	<u>\$ 967,631.46</u>
H. Assessed Valuation		
Real Estate	9,187,290.00	9,543,050.00
Personal	<u>670,415.00</u>	<u>735,100.00</u>
Total	\$9,857,705.00	\$10,278,150.00
No. of Polls	2,418	2,415
I. Tax Rate .....	\$47.50 per thousand	\$46.00 per thousand



STATEMENT OF 1953 ASSESSMENT

1953 Tax Rate .....	\$46.00 per \$1,000	
Persons Assessed:		
Personal Estate .....	549	
Real Estate .....	1585	
Personal & Real Estate .....	329	
Total .....	2463	
Polls Assessed (Poll Tax) .....	2415	
Value of Assessed Personal Estate:		
Stock in Trade .....	\$ 209,565.00	
Machinery .....	137,850.00	
Live Stock .....	59,345.00	
All Other Tangible Personal Property .....	328,340.00	
Total .....		\$ 735,100.00
Value of Assessed Real Estate:		
Land exclusive of Buildings .....	1,842,625.00	
Buildings exclusive of Land .....	7,700,425.00	
Total: Value of Assessed Real Estate .....		9,543,050.00
Total: Valuation of Assessed Estate .....		\$10,278,150.00
Total: Taxes Assessed for State, County and Town Purposes, including Overlay .....		\$ 477,624.90
Number of Livestock Assessed:		
Horses (1 year old, or over) .....	68	
Cows (Milch) .....	289	
Swine .....	29	
Sheep .....	304	
Fowl .....	4,215	
All Other .....	153	
Number of Acres of Land Assessed .....	17,730	
Number of Dwelling Houses Assessed .....	2,283	

STATEMENT OF MUNICIPAL INDEBTEDNESS  
December 31, 1953

Date of Issue	Rate	Date of Maturity	Outstanding Dec. 31, 1953
Dec. 1, 1935	2%	New High School, ..... 1954-1955	\$12,000.00
Dec. 1, 1948	1¾%	Masconomet Road Water Mains. .... 1954-1955	2,000.00
Oct. 1, 1949	1¼% - 1½%	Laying & Extending Water Mains to Present System, ..... 1954-1959	6,000.00
April 15, 1946	1¼%	Extending Water Mains, ..... 1954-1961	12,800.00
Dec. 1, 1951	1.40%	Electric Light Generator, ..... 1954-1961	56,000.00
Total Bonded Debt .....			\$88,800.00

**CONSOLIDATED STATEMENT OF TRUST FUNDS**

Name of Fund	Balance Jan. 1, 1953	Bequests	Income 1953	Expenditures 1953	Balance Dec. 31, 1953
Cemeteries	\$77,479.14	\$1,450.00	\$2,417.30	\$2,245.29	\$79,101.15
Appleton Memorial Fountain	1,050.53		26.52		1,077.05
Eunice Caldwell Cowles	10,145.39		252.89	250.00	10,148.28
Mrs. William G. Brown	2,417.54		85.33	311.61	2,191.26
Dow Boulder	165.74		5.83		171.57
Marianna T. Jones	947.76		33.44		981.20
John C. Kimball	528.06		18.64	46.70	500.00
Mark Newman	5,459.08		192.73	115.00	5,536.81
Martha I. Savory	328.35		10.50		338.85
Richard T. Crane, Jr.	31,227.13		1,343.47	1,464.96	31,105.64
Stabilization	356.24		12.57		368.81
Post War Rehabilitation	1,559.40		55.04		1,614.44

Statements in detail of the above Trust Funds are available to you at the Town Treasurer's Office.

EDWARD J. MARCORELLE  
 GEORGE C. PARSONS  
 CHARLES E. GOODHUE, JR.  
 GLADYS M. POOLE, Treasurer  
 Trust Fund Commissioners

**TRUST FUNDS IN CUSTODY OF TRUSTEES**

**Manning School Fund**

Balance—January 1, 1953 .....	\$ 8,769.82
Income .....	1,151.38
	<hr/>
	9,921.20
Expenditures .....	33.00
	<hr/>
Balance December 31, 1953 .....	9,888.20
Holding of First National Bank of Boston	
Stock increased by Stock Dividend of 5 shares	

**R. H. Manning Fund**

Balance—January 1, 1953 .....	14,065.32
Income .....	566.85
	<hr/>
Balance December 31, 1953 .....	14,622.17
	M. Charles Arthur, Treasurer

**Burley Education Fund**

Balance—January 1, 1953 .....		8,052.76
Income: Bank Dividends .....	257.31	
Stock Dividends .....	19.35	276.66
	<hr/>	<hr/>
		8,329.42
Deduct: Expenditure for safe deposit box rent .....	6.00	
* Difference in valuation of stock .....	208.99	214.99
	<hr/>	<hr/>
		8.114.43

\* Represents a change for stock yielding higher revenue  
 Frederick S. Witham, Treasurer

**Brown School Fund**

Previous Balance .....	3,469.30
Income .....	56.12
	<hr/>
Balance—December 31, 1953 .....	\$3,525.42
	J. Perry Smith, Treasurer



LIBRARY TRUST FUNDS

IPSWICH PUBLIC LIBRARY

Trust Funds — 1953

	Book Value	Market Value	Lower of Cost or Market Value	Income
Treadwell Fund .....	\$17,143.32	\$16,936.59	\$15,232.35	\$ 761.58
Heard Fund .....	8,593.29	9,810.67	8,465.18	387.72
Lathrop Fund .....	1,854.90	1,854.90	1,854.90	54.90
Spiller Fund .....	1,812.05	1,812.05	1,812.05	49.36
Newman Fund .....	2,506.23	2,506.23	2,506.23	73.44
Building Fund .....	92.06	92.06	92.06	3.12
Total — 1953 .....	\$32,001.85	\$33,012.50	\$29,963.27	\$1,330.12
Total — 1952 .....	31,912.99	32,608.84	30,126.00	1,319.41
Increase or (decrease) ....	88.86	403.66	(162.73)	10.71

\* Newman Fund income not available for operating expense use.

D. W. Poor, Jr., Treasurer  
Ipswich Public Library

FEOFFEEES OF THE GRAMMAR SCHOOL

Balance January 1, 1953 .....	\$ 2,622.04
Income 1953 .....	22,771.35
	<hr/>
	25,393.39
Expenditures .....	22,267.24
	<hr/>
Balance December 31, 1953 .....	3,126.15

Property held in Trust by the Feoffees December 31, 1953

Little Neck Valued at .....		\$16,500.00
Store Building .....		10,000.00
Cash on hand or in First National Bank, Ipswich .....		3,126.15
Deposited in Ipswich Savings Bank .....	2,341.77	
Interest earned on same 1953 .....	82.66	2,424.43
	<hr/>	
Deposited in Ipswich Savings Bank Farm Account .....	5,265.45	
Interest earned on same 1953 .....	185.89	5,451.34
	<hr/>	

	Cost	Present Value	
5 United States Series F. Bonds .....	\$ 3,700.00	\$ 4,305.00	
54 Shares First Nat .Bank of Boston ....	2,685.38	2,700.00	
100 Shares Nat. Shawmut Bank Boston .....	2,748.63	3,700.00	
Ipswich Co-operative Bank paid up Certificate .....	2,000.00	2,000.00	
	<hr/>	<hr/>	
	\$11,134.01	\$12,705.00	12,705.00
			<hr/>
			\$50,206.92

Charles A. Mallard, Treasurer

# DETAILED STATEMENT OF TAXES For Year Ending Dec. 31, 1953

	Outstanding Jan. 1, 1953	Commitments	Refunds	Collections	Abatements	Tax Title	Outstanding Dec. 31, 1953
Taxes:							
Poll 1953 .....	\$	\$ 4,864.00	\$ 6.00	\$ 3,982.00	\$ 796.00	\$	\$ 92.00
Personal 1953 .....		34,081.40	1.74	28,182.72	330.28		5,570.14
Real Estate 1953 .....		439,099.90	497.65	399,567.52	7,686.68	94.30	32,249.05
Poll 1952 .....	6.00			6.00			
Personal 1952 .....	4,140.98			3,652.53	10.69		477.76
Real Estate 1952 .....	30,519.84		92.88	22,664.85	9.50	11.88	7,926.49
Real Estate 1951 .....	8,339.24			8,266.74	22.50		50.00
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	43,006.06	478,045.30	598.27	466,322.36	8,855.65	106.18	46,365.44
	<hr/>	<hr/>					
Motor Vehicle & Trailer							
Excise: .....		52,427.34)					
1953 .....		Dec. 8,820.90)	1,365.28	51,395.34	3,763.68		7,454.50
1952 .....	5,075.87	3,869.03	186.55	8,133.72	525.56		472.17
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	\$48,081.93	\$543,162.57	\$2,150.10	\$525,851.42	\$13,144.89	\$106.18	\$54,292.11
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Moth: 1953 .....							
1952 .....	51.50	64.75		49.50			15.25
1951 .....	14.00			20.50			31.00
1950 .....	6.00			14.00			
	<hr/>	<hr/>			6.00		
Water Liens Added to							
Taxes: 1953 .....		803.14		673.65			129.49
1952 .....	288.20			187.20			101.00



# WATER DEPARTMENT FINANCIAL STATEMENTS

## Receipts and Expenditures Statement

December 31, 1953

### Revenue:

Metered Sales	50,031.63
Flat Rate Sales	4,024.50
Sundry Sales	12.00
Sales of Services & Supplies	12,712.13
	<hr/>
	66,780.26

Less: Interest on Bonds	295.00	
Abatements	13.35	308.35
	<hr/>	

### Operating Expenses:

Maint. of Water Supply Structure	109.67
Electricity Purchased	3,737.65
Maint. of Pumping Equipt.	346.34
Purification Supplies & Expense	148.59
Insp. of Customers Installation	1,774.32
General Labor	10,328.05
Maint. of Mains	5,336.66
Maint. of Services	11,534.28
Maint. of Meters	1,786.81
Maint. of Hydrants	1,987.62
General Office Salaries	6,812.00
General Office Supplies & Expense	567.25
Insurance	915.06
Stores Expense	118.17
Transportation Expense	1,246.19
Misc. General Expense	1,505.74
Pensions	670.80

48,925.20

Operating Profit 17,546.71

Net Revenue 66,471.91

66,471.91

## Balance Sheet as of December 31, 1953

### Fixed Assets

#### Plant Investment:

Engineering	7,314.71
Land	8,219.12
New Well System	23,815.12
Pumping Station	15,075.24
Storage Basin	27,693.59
Distributor Reservoir	17,827.56
Bull Brook Reservoir	50,476.43
Departmental Building	2,367.97
Store House	178.70
Pumps & Pumping Equipt.	6,607.02
Purification System	3,050.86
Pipe Lines & Distribution	
Mains	280,003.40
Service Pipes	110,180.09
Meters	2,818.80
Office Equipment	131.75
Shops Equipment	2,755.46
Transportation Equipt.	10,092.13
Misc. Equipt.	4,946.04

573,553.99

Less Reserve for Depreciation 275,016.81

Net Plant Investment 298,537.18

### Current Assets:

Cash—Operating	19,966.22
Cash—Construction	373.49
Cash—Water Ext. Agcy.	8,217.38
Accounts Receivable	7,591.51
Inventory	9,527.34

Total Current Assets 45,675.94

Total Assets 344,213.12

### Liabilities

Appropriation from Tax Levy for note Payments and Construction	24,083.03
Appropriation from Light Dept. for Construction	39,338.91
Notes Payable	18,800.00
	<hr/>
Total Liabilities	82,221.94

### Surplus

Ipswich Water Dept. Property Account	215,008.27
Operating Surplus	46,982.91
	<hr/>
	261,991.18

Total Liabilities and Surplus 344,213.12

# ELECTRIC DEPARTMENT FINANCIAL STATEMENTS

## Balance Sheet December 31, 1953

<b>Assets:</b>		<b>Liabilities:</b>	
Land	841.20	Bonds Payable	56,000.00
Structures	78,591.53	Consumers Deposits	7,596.38
Fuel System	4,165.75	Accrued Interest	65.33
Internal Combustion Engines	426,749.44		<hr/>
Electric Plant	26,003.06		63,661.71
Transformer Station Equipment	47,406.71	<b>Surplus:</b>	
Poles, Fixtures and Overhead conductors	157,949.92	Loans Repayments	251,000.00
Underground conductors	10,903.59	App. for Const.	
Consumers Meters	48,758.30	Repay	1,511.06
Consumers Meters installation	1,291.48	Profit and Loss	358,769.71
Live Transformers	79,360.82		<hr/>
Transformers installation	1,091.64		611,280.77
Street Lighting Equipment	17,619.89		
Transportation equipment	10,796.94		
Office Equipment	1,500.00		
	<hr/>		
	913,030.27		
Less Reserve for Depreciation	359,544.00		
	<hr/>		
	553,486.27		
<b>Current Assets:</b>			
Cash—Operating	36,347.29		
Construction	4,534.86		
Consumers Deposits	8,052.51		
Accounts Receivable	24,156.82		
Material and Supplies	13,864.69		
Depreciation Fund	34,500.04		
	<hr/>		
	121,456.21		
Total Assets	674,942.48		674,942.48
	<hr/>		<hr/>

## Analysis of Profit and Loss

Balance December 31, 1952 per Town Report .....		353,658.20
Add: Interest Received on Consumers Deposits in 1952 .....		192.52
Deduct: Inventory adjustment 1952 .....	3,947.98	
Depreciation on Transportation Equipment .....	1,835.48	
Notes Paid .....	7,000.00	12,783.46
	<hr/>	
Adjusted Balance December 31, 1952 .....		341,067.26
Add Net Profit for the year .....		39,702.45
		<hr/>
		380,769.71
Deduct: Transfer to Town Treasury in lieu of taxes .....	15,000.00	
Notes Paid .....	7,000.00	22,000.00
	<hr/>	
Balance December 31, 1953 .....		358,769.71
		<hr/>



# ELECTRIC LIGHT DEPARTMENT FINANCIAL STATEMENT

## Revenues and Expenditures

December 31, 1953

### Revenues:

Domestic Sales	163,809.38
Commercial Sales	105,960.63
Sales to Other Utilities	29,803.50
Municipal Sales	15,670.04
Miscellaneous Revenue	5,444.92
<b>Gross Revenue</b>	<b>320,688.20</b>
Less Discount	17,762.60
Abatements	159.08
	<u>17,921.68</u>
	<b>302,766.52</b>
Interest on Notes	770.93
Int. on Cons. Dep.	8.69
	<u>779.62</u>
	<b>301,986.90</b>
<b>Add</b>	
Interests on Con. Dep.	272.30

302,259.20

### Operating Expenses:

<b>Generating:</b>	
Engine Labor	39,095.67
Engine Fuel	108,141.37
Lubricants	4,966.90
Station Supplies & Exp.	3,024.68
Maint. Engines	4,983.66
Maint. Auxiliaries	
Maint. Generating	5,330.72
Maint. Sta. Structures	100.18
<b>Distribution:</b>	
Insp. & Testing Meters	2,440.52
Removing & Resetting	
Meters	324.69
Removing & Resetting	
Transformers	2,559.89
Maint. Transfer	
Station Equipment	191.89
Maint. of Lines	32,409.75
Oper. Street Lamps	4,560.37
Maint. Com'l Lamps &	
Equipment	4.84
<b>Administration:</b>	
Commercial Salaries	1,352.90
Salaries Gen. Office	5,210.00
Other Gen. Office Salaries	6,888.19
Office Supplies & Expenses	3,188.38
Insurance	3,644.53
Pensions	670.80
Stores Expenses	178.42
Transportation Exp.	3,064.03
Misc. General Expenses	340.70
Maint. General Structures	3,381.87
Depreciation	26,501.80
<b>Total Expenses</b>	<b>262,556.75</b>
<b>Profit for 1953</b>	<b>39,702.45</b>

302,259.20

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Ipswich  
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# THE TOWN OF IPSWICH AT YOUR SERVICE

A handy Check-List and Directory of Often-Used Town Services

Emergency —	FIRE	POLICE	AMBULANCE	HOSPITAL
	137	237	237	320

SERVICE	DEPARTMENT	PHONE
Administration, General	Town Manager	241
Assessments (Taxes)	Assessors	176
Bicycle Licenses	Police	237
Bills and Accounts	Treasurer	92
Birth Certificates	Town Clerk	318
Burial Permits	Town Clerk	318
Business Certificates	Town Clerk	318
Cemeteries	Cemetery Division	634-W
Cemetery Deeds	Cemetery Division	634-W
Death Certificates	Town Clerk	318
Dog Licenses	Town Clerk	318
Elections	Registrars of Voters	318
Electric	Electric Department	140
Employment	Town Manager	241
Engineering	Engineering Department	933
Entertainment Licenses	Selectmen	241
Fishing & Hunting Licenses	Town Clerk	318
Fuel Oil Storage	Fire Department	137
Garbage Collection	Public Works Department	466
Health	Health Department	896
Home for Aged and Infirm	Welfare Department	621
Housing	Housing Authority	662-M
Library	Public Library	834
Licenses (General)	Selectmen	241
Lights, Street	Light Department (Office)	140
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Maps	Town Engineer	933
Marriage Certificates	Town Clerk	318
Milk Inspection	Health Department	896
Mortgages, Personal Property	Town Clerk	318
Mortgages, Real Estate	Assessors	176
Moth Protection	Moth Division	695-M
Municipal Pensions	Treasurer	92
Municipal Finances	Accountant	553
Old Age Assistance	Welfare Department	621
Ordinance, Town	Town Clerk	318
Parks	Park Division	695-M
Planning	Planning Board	933
Playgrounds	Playground Division	1247
Purchasing	Town Manager	241
Recreation	Recreation Director	1247
Retirement	Treasurer	92
Rubbish Collection	Public Works Department	466
Schools	School Department (Supt.)	34
	High School	34
	Burley	367-R
	Shatswell	367-W
	Winthrop	35
	Nurse	186
	Health Department	896
Sewers	Clam Commissioner	1097-M
Shellfish	Police Department	237
Shellfish, Licenses	Highway Division	466
Streets, Maintenance	Planning Board	933
Subdivisions	Collector	92
Tax Collections	Grounds Division	695-M
Trees	Health Department	896
Tuberculosis Hospital	Veterans' Agent	318
Veterans' Benefits	Registrars of Voters	318
Voting, Registration	Water Division (Office)	140
Water	Water Division (Plant)	139
	Sealer	896
Weights & Measures	Welfare Department	621
Welfare	Wire Inspector	140
Wiring Inspector		